

CHARLIE'S

Diner • Bar • Grill • Functions
5 Meadow Rd, Spencer, MA 01562
508•885•4033

Function Room Policies

- Any available date of interest may be placed on a tentative hold for 1 week. A \$250 non-refundable deposit is required to confirm your function and indicates that you agree to the conditions outlined below. The deposit may be paid for with cash or a check, credit cards are not accepted.
- All the events are held for 4hr intervals. Extra time is not available for purchase.
- All deposits are non-refundable.
- All menu choices are due 10 days prior to your event.
- An exact guest count must be submitted no later than 72 Hours prior to the function. No refund will be made should the actual number of guests attending falls below your minimum guarantee. If a plated meal selection is made we must have a count of how many of each choice is needed. There will be extra charges for any additional guests that attend who are not submitted in the final head count.
- A bartender on duty has the right to terminate any guest of alcohol consumption based on his/her judgment.
- Patrons or guests will not be allowed to supply their own alcoholic beverages. No alcohol may leave the premise at any time.
- The sale of alcohol will end 30min prior to the end of the event.
- Due to health regulations guests are prohibited from bringing any food or beverage into or off the premise.
- Due to fluctuations in market costs prices are not guaranteed for more then 30 days prior to the function date.
- A 7% Massachusetts state tax and a 20% gratuity will be applied to all functions.
- Charlie's is not responsible or held liable for adverse weather conditions, or other unforeseen circumstances that may cancel your event. _____
Initial
- Candles, birdseed, bubbles, confetti, rice, etc are not allowed. You may arrive to set up and/or decorate for your event an hour prior to the event start time. No decorations maybe adhered to (no tape, or tacks) or hung from the walls, ceilings, doors or floors (if these policies are not followed you will forfeit your \$250 deposit). Decorations are to be removed at the end of your event. There will be a \$5 charge per balloon that floats to the ceiling.
- White table linens and napkins are included for the buffet tables, the dining tables, and 2 additional tables, if any other tables are needed there will be an additional charge.
- If you choose to bring your own cake or dessert it must be prepared by a licensed food vendor, and a \$1/person cake cutting fee will be charged.
- There is a food and beverage minimum of \$2500 on a Friday and Saturday night, \$1200 on a Saturday or Sunday morning, and \$750 all other times. Remaining payment is due the day of the event in cash or check, (credit cards are not accepted for final payment). _____
Initial

By signing below I agree to the terms listed above and understand that my \$250 deposit is non-refundable.

Name _____

Date _____

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Mercy Meals

Choice of 2 entrees \$24.95/person+ tax & gratuity

These buffet meals include garden or caesar salad, seasonal vegetables,
rolls & butter, coffee, & tea.

Entree Choices:

(Choose 2)

- Turkey & stuffing
- Baked haddock
- Grilled chicken breast
 - Pot roast
- Penne with Meatballs

Side Choice:

(Choose 1)

- Whipped potatoes
 - Rice pilaf
- Roasted red potatoes

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Brunch & Lunch Buffet Menus

Basic Breakfast Buffet

- Assorted muffins
- Fresh fruit
- Scrambled eggs
- Breakfast potatoes
 - Pancakes
- Bacon & sausage
- Coffee, Tea, & Juices

\$22.95/person+ tax & gratuity

Basic Lunch Buffet

- Garden & fruit salad
- Platter of deli meats with condiments & assorted breads
- Penne pasta & meatballs w/red sauce
 - Dessert
- Coffee & Tea

\$24.95/person+ tax & gratuity

Breakfast/Lunch Buffet

- Assorted muffins & pasteries
 - Fresh fruit
- Scrambled eggs
- Breakfast potatoes
 - Pancakes
- Bacon & sausage
- Chicken & broccoli Penne
- Mesculin salad with blue cheese, cranberries & walnuts
- Coffee, Tea, & Juices

\$26.95/person+ tax & gratuity

Hot Lunch Buffet

- Choice of 2 Hot Entrees
Baked Haddock, Pot Roast, Turkey,
Penne pasta & meatballs w/red sauce,
Cheese, Vegetable, or Meat Lasagna

- Garden or Caesar Salad
- Chef's choice potato & vegetable
 - Rolls & butter
 - Dessert
- Coffee, Tea

\$25.95/person+ tax & gratuity

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Dinner Buffet Menus

Choice of 2 entrees \$28.95/person + tax & gratuity

Choice of 3 entrees \$30.95/person + tax & gratuity

All dinner buffets include garden or caesar salad, seasonal vegetables,
rolls & butter, coffee, tea, & dessert.

Entree Choices:

- Turkey
- Baked haddock
- Baked honey mustard salmon
- Chicken Parmesan over pasta
- Pot roast
- Eggplant parmesan
- Steak Tips
- Lasagna (meat, vegetable or cheese)
- Penne with sausage & meatballs

Side Choices:

(Choose 1)

- Whipped potatoes
- Rice pilaf
- Roasted Red Potatoes

Dessert Choices:

(Choose 1)

- Cheesecake
- Strawberry shortcake
- Grapenut Custard