

Thank you for inquiring about the facilities of **The Lobster Shop on Commencement Bay**. We will provide you with the attentive and detailed service that will make your event extra special. When you are ready to book your party, please complete and return the attached Banquet Worksheet. Your reservation will be finalized upon receipt of this signed form.

Banquet Area: Seating is available in two areas. The "Rainier Room" seats a maximum of 42 guests and the "Olympic Room" seats a maximum of 40 guests.

Availability: Large party reservations for Sunday brunch are available at 9:30am. There is a 2 hour time limit.

Payments and Billing: It is our policy that **one check** be presented to your host which will include a 20% service charge and Washington State sales tax. Menu and prices are subject to change. Food and beverages always on one check, separate checks are not accepted.

Private Parties: Both dining rooms are available for "private dining" and require a food and beverage minimum of \$1,050 for Sunday brunch

(tax and gratuity added to food and beverage minimum)

Deposit: The submission of a credit card number on the contract secures one of our banquet rooms. Your credit card will not be charged a deposit prior to your banquet.

Guarantees: We ask that your final number of guests be given to our Planning Coordinator **48 hours prior to your event**. Predetermining the exact number of guests attending is of the utmost importance to assure that our food and scheduled service personnel is adequate to meet your guest's needs. **There is a \$30.00 fee for each guaranteed guest not present.**

Special Occasion Cakes: If you would like to provide a specialty cake for your occasion a \$1.75 per person dessert fee applies. *Note: Our license permits us to serve only products prepared in a commercial kitchen licensed by the Health Department.*

Contact Person: The contact person is considered the host and is the only one authorized to make changes on the agreement. If the "on-site" contact person will be different please advise the Planning Coordinator prior to your event.

BRUNCH MENU

SEAFOOD

Poached Salmon ~ Chilled Prawns ~ Crab Legs ~ Smoked

Salmon Steamed Clams and Mussels ~ Oyster Shooters ~

Clam Chowder

BREAKFAST FARE

Omelets made to order ~ Eggs Benedict ~ Chef's Eggs

Bacon and Sausage ~ Biscuits and Gravy ~ Pancakes

SALADS

Fresh Fruits ~ Seasonal Variety

OTHER

Carved to order Prime Rib and Ham and many more delectable choices.

BREADS, PASTRIES & DESSERTS

A wonderful variety of fresh baked croissants, cakes, muffins and bagels as well as dessert specialties weekly.

Please note: our menu does vary in order to reflect the best our chefs have to offer with seasonal additions and comparable variations on the above listings.

PRICES

Adult	\$37.95
Children 6-12	\$18.95
Children 5 and under	\$7.95

Coffee, soda and juice are included ~ *all other beverages are an additional cost.*

HOURS

Every Sunday from 9:30am to 1:30pm

If you have any additional questions please call us at:

The Lobster Shop on Commencement Bay

(253) 759-2165 / FAX (253) 752-9640

4015 Ruston Way

Tacoma, WA 98402

Our Planning Coordinator, Diane Lambert, will be happy to return your phone call.

Voice Mail: 253-759-2165 ext.19



Banquet/Large Party Worksheet and Agreement-Brunch

4015 Ruston Way Tacoma, WA 98402 253-759-2165

Private Room: Yes ___ (*food & beverage minimum \$1,050*) No ___

Room Request: Olympic ___ Rainier ___

Name of Party _____ Number in Party _____

Day _____ Date _____ Time _____

Contact Person _____

Address _____ Email _____

Telephone Number _____ Fax Number _____

Deposit Payment Method, Credit Card # & Expiration Date _____

Special Menu Heading _____

Beverage Selections

_____ Wine & Beer *Only*

Bottled Wine Selection

1. _____

2. _____

3. _____

_____ Liquor, Beer and Wine

_____ Non-Alcoholic Beverages *Only*

If you would like to have alcohol served but require separate checks a \$110 fee will be applied for cocktail service ___ (initial)

Menu and prices subject to change ___ (initial)

There is a \$30 fee for each guaranteed guest not present ___ (initial)

Two hour time limit on rooms ___ (initial)

I acknowledge that the bill is on one check and will include a 20% service charge plus WA State sales tax ___ (initial)

Please initial below only if requesting audio visual equipment:

The Lobster Shop is not responsible for technological failures or incompatibility of equipment ___ (initial)

I, _____ have provided you with complete and accurate information and agree to the stipulations set forth above.

Signature _____ Date _____