



COTTONWOOD RESTAURANT

10142 Rue Hilltop, Truckee, CA 96161

530-587-5711

Email: privateparties@cottonwoodrestaurant.com Website: www.cottonwoodrestaurant.com

Welcome,

Thank you for considering Cottonwood Restaurant for your upcoming event. We are proud of our restaurant that combines fine dining, comfort and rustic elegance in a historic setting. Attached are sample menus and our general policies.

Cottonwood offers fixed price three course dinners or can tailor a menu to your group's specific needs. We also offer a wide range of appetizer choices should you wish to enhance your menu.

We feature a full bar and adventurous wine list, and are able to tailor beverage options to suit your group.

Further information about the restaurant may be obtained on our website at www.cottonwoodrestaurant.com.

We look forward to working with you to coordinate your party. If there is additional information you may need, please do not hesitate to contact us.

Sincerely,

Alicia McCann
Private Events Coordinator

Donovan Webb
Executive Chef

Kathie Kearley-Green
Owner & General Manager

General Policies

Event Date: _____ Estimated # Attendees: _____ Menu Price Preference: ___\$45 ___\$55 ___\$65 (check one)

Menus: Groups of 20 or more will be required to select a group menu. Attached are sample menu options. Please note that these options each require a group minimum. Our chef would be delighted to tailor a menu to your specific needs—prices may vary. A signed banquet event order will be required when final details have been made including time, group size and food and beverage menu.

Contact: It is required that one person be specified as the contact person for the group. This may be the Group Organizer, or a person designated by the Group Organizer. This contact person should understand that our staff will contact them directly with any questions or concerns that may come up during the event. If the Group Organizer designates a separate contact person, the Group Organizer is still ultimately responsible for his/her group.

Food and Beverages: All food (with the exclusion of cakes), beverages, liquor, beer and wine must be purchased from Cottonwood only. The restaurant does not allow food and beverage to be removed from the premises. In addition, if you have a special event cake or dessert you would like us to serve, the cost is \$3.00 per person. This dessert charge can be waived when a three course menu is selected that includes dessert and the Cottonwood dessert is omitted in favor of the outside dessert. This dessert substitution must be confirmed prior to the final guarantee and in writing. Menu items and prices may change twice a year, generally June and December. Final pricing is set within 90 days of your event.

Alcoholic beverages will be charged on a consumption basis, either hosted, or no-host. Our wine list changes periodically, but we have provided you our current list. We are sometimes able to special order wines that we do not carry as long as you commit to the purchase of the number of cases that you have us order. Prices will be set at cost plus our regular restaurant mark-up. Upon prior restaurant approval, if you have a special bottle of wine or champagne, you are welcome to bring it with the payment of our corkage fee plus service charge and tax (\$20 per 750 ml bottle or smaller). We allow 2 bottles only per party or group. We are happy to discuss your wine preferences with you!

All persons consuming liquor on the premises must be of legal age, as mandated by state law. Cottonwood reserves the right to refuse service of alcoholic beverages to any member of the group's party at any time during the event.

Time of Event: A 5% fee will be added if your group seats more than ½ hour past the agreed upon time.

Guarantee and Seating: Seating will be in the dining room or fireplace room. The restaurant will remain open to the public. **A final guaranteed number of guests are required 7 days in advance of the event.** The number is the minimum the final bill will be based on. This means the Group Organizer is financially responsible for the guaranteed number of guests, even if they do not attend. The number may not be reduced within those 7 days. Cottonwood requires minimums for reserving certain spaces and for certain menu choices: if these minimums are not met, Cottonwood reserves the right to change certain details of your event or move your function to a more appropriate space. **You will be charged for the guarantee or the actual count, whichever is greater.**

Signs & Decorations: Minimal approved signage is permitted. No birdseed, confetti, glitter or rice is permitted on the Cottonwood property. Group may use string or tape to affix decorations. Tacks or nails are not allowed.

Payment Terms: All events are subject to one master bill. For groups of 20 people or more a \$500 non-refundable deposit will be required to secure a date and space for the event. Cash or check is requested for this initial deposit. Please remember this is a non-refundable deposit and will be credited to your bill on the day of your event. Final payment is at the conclusion of your event and can be paid with Cash, Visa, MC, Discover, and American Express. For groups with estimated event costs in excess of \$2,000 and events during the December holiday season payment terms will be determined on a case by case at the time of booking.

Performance: In the event the restaurant cannot perform according to the contract signed due to circumstances beyond its control or other acts of God, all deposits paid may be applied to a future date agreed upon by the restaurant & client, not to exceed one year of the original date. Or all deposits may be returned upon termination of this contract by the client.

Please sign below reflecting your understanding and agreement to the terms outlined in these General Policies.

_____/_____/_____
Signature of Organizer Date Phone Email Group Name (to print on menu)

All food, beverage, fees & any services provided or contracted by the restaurant are subject to 20% service charge.
Taxes will be added to all charges, including service charge, as required by the California State Board of Equalization.

HILLTOP DINNER

\$45 per guest

Items may be limited by seasonal availability

FIRST COURSE

Chopped Cottonwood Caesar

ENTREE

Choice of:

Grilled Tri Tip

mushroom demi-glace, pomme puree and roasted asparagus

Pan Seared Red Snapper "Vera Cruz"

jasmine rice and steamed broccolini

Grilled Chicken Breast

chipotle cream sauce, linguine and cheddar cheese

Roasted Butternut Squash Polenta

fresh spinach, almonds and honey lemon drizzle

DESSERT

Meyer Lemon Bar

chantilly cream and tuile cookie white chocolate crisp

Menu includes bread, soda, locally roasted coffee and organic tea

This is a sample menu only.

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SIERRA DINNER

\$55 per guest

Items may be limited by seasonal availability

FIRST COURSE

Spring Greens
pomegranate, pear, Point Reyes blue cheese and
Sparrow Lane balsamic vinaigrette

ENTREE

Choice of:

Grilled New York Steak

red wine demi-glace, whipped Yukon gold potatoes
and steamed blue lake beans

Pan Seared Mahi-Mahi

red curry broth, jasmine rice and vegetable stir fry

Lemon Herb Braised Chicken

roasted fingerling potatoes and sautéed rainbow chard

Summer Vegetable Pasta Primavera

English pea ricotta and white wine butter sauce

DESSERT

Angel Food Cake

fresh peaches, crème anglaise and caramel sauce

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COTTONWOOD DINNER

\$65 per guest

Items may be limited by seasonal availability

FIRST COURSE

Heirloom Tomato Salad
burrata cheese, pine nut golden balsamic basil vinaigrette

ENTREE

Choice of:

Grilled Filet Mignon of Beef

Point Reyes whipped blue cheese, parsnip and pear puree, roasted asparagus

Pan Seared Halibut

Jasmine rice and watermelon, feta, basil salad

Pork Porterhouse

Pear coulis, blue cheese and sweet potato gratin
and wilted Bloomsdale spinach

Asparagus Mushroom Risotto

Baby spinach, Pecorino cheese and toasted almonds

DESSERT

Chocolate Mousse
Chocolate whipped cream, Oreo cookie crust and fresh berries

Menu includes bread, soda, locally roasted coffee and organic tea

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APPETIZERS

(\$5 per Piece)

(Minimum 20 pieces per item ordered)

Subject to seasonal availability

- Porchetta Crostini with Jalapeno Creamed Cheese and Pear
- Hamachi Serrano, Crisp Wonton, Soy Gastrique
- Corn Flake Fried Chicken With Honey Drizzle
- Endive Spears with Whipped Point Reyes Blue Cheese and Balsamic Glaze
- Crab Cakes with Cajun Remoulade
- Creamed Mushroom Tartlet With Truffle Oil and Basil
- Prosciutto Wrapped Asparagus on Parmesan Crisp
- Halibut Ceviche Tostadas with Avocado Coulis
- Grilled Chicken Satay Skewers with Peanut Sauce
- Bacon Wrapped Blue Cheese Stuffed Dates
- Castlevatrana Olive Tapenade Bruschetta with Baby Spinach and Sundried Tomato
- Creamed Chard Stuffed Cremini Caps with Pecorino
- Prosciutto Wrapped Peaches with Golden Balsamic Reduction
- Mini Heirloom Caprese Salad Skewers with Basil Balsamic Vinaigrette
- Duck Confit and Mushroom Duxelle Tartlet with Thyme
- Cherve Mousse Endive Spears with Grape and Pine Nut
- Italian Meatballs with Heirloom Tomato Sauce, Basil, and Pecorino
- Corn Chowder Shooters with Bacon Dust
- Poached Shrimp Cocktail with Horseradish Cocktail Sauce
- English Pear and Ricotta Bruschetta with Mint and Maldon
- Grilled Beef Skewers with Sambal Demi Glace
- Lemon Arancinis with Caramelized Lemon Cream
- Seared White Corn Polenta with Romesco, Cherry Tomato and Almonds
- Grilled Lamb Bruschetta with Mint and Almond Pesto
- Pork Belly Bruschetta with Port Fig Jam and Feta
- BBQ Pork and Corn Bread Bruschetta with Apple Slaw

Cheese platters can be tailored for your specific needs - prices vary.

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