



Thank you for considering The Langley Club for your Special Function

We are proud participants of the Air Force
“MEMBERS” program.

Military Events

When paying by cash or credit card, members providing their club card number will receive a Members discount of \$ 2.00 for Lunches or \$3.00 for Dinners. For charges, please have the member sign the pro-rata form next to his/her name to receive their discount. Pro-rata Form is due to the Catering Office 4 Days prior to the event.

Personal Events

Air Force club members will receive a 10% discount for all personal functions i.e. weddings, birthday parties, and promotion parties. All payments for personal events are due 4 days prior to the event.

There is a 20% service charge on all food and beverages.

Information and services explained or offered in this package may change due to market conditions. Please contact your Catering Manager to determine current club offerings and club pricing for associated services and support items. Upon signature, your final contract will outline all services and costs provided for your event.



Club Information Catering to You

Our Goal is to Provide Quality, Consistent Service and Exceptional, Creative Cuisine to Our Members and Their Guests.

We are happy you picked the club and stand ready to make this a memorable event. Our menus include our most popular items and are value priced for members. If you prefer to customize a menu, our catering staff will be happy to work with you. Our experienced staff will offer suggestions and recommendations for theme parties and/or packages that will make your event unique. Featured in this packet are our traditional and most popular menu items.

Our objective is to make this easy and stay within your budget. Our menu prices include:

- Complete menu ideas from start to finish
- Experienced wait staff to serve your guests
- Standard table and chair setups to include labor
- China, glass, silverware, and appropriate chaffers, sternos and trays for menus chosen
- House linens to compliment the banquet room
- White cocktail napkins for hors d'oeuvres functions
- Standing podium for your speaker
- Table for your registration, cake, or display
- American and Air Force Flags when available

Your Catering Manager will help you plan for additional items needed, over and above the standard banquet needs. Please take time to review the Club Catering Brochure and General Information package to help you plan your next event. Our goal is to provide quality, consistent service, and exceptional creative cuisine in a unique setting for you and your guests. We appreciate the opportunity to serve you! [Information and services explained or offered in this package may change due to market conditions. Please contact your Catering Manager to determine current club offerings and club pricing for associated services and support items. Upon signature, your final contract will outline all services and costs provided for your event.](#)

Thank You: The Club Management and Staff

Clifford Kubosh, General Manager

Debora Spivey, Catering Manager

January 2018

GETTING STARTED



We need some information to book your party that you can provide either by telephone, email or in person. Please note only club members can book a party. Eligible nonmembers do not receive this membership benefit.

Please provide the following:

- Host/sponsor's name
- Grade
- Address
- Home and office telephone numbers
- Club card number and expiration date
- Name of group/organization hosting party
- Approximate number of attendees
- Serving time for cocktails and dinner

Please make preliminary arrangements for date, time, and location as early as possible. Final menu arrangements should be made in person 3 to 1 month prior and the contract signed within (30) days of the scheduled date or at the time the special function menu is contracted. The Club staff will follow up with you to ensure all arrangements are finalized. Our goal is to do this within 10 days of your event.

GENERAL INFORMATION

Planning your next event with the Club is simple to do. Our Catering Staff will assist you in all aspects of your important event and will guide you through the easy procedures from start to finish. The general guidelines below will give you a better understanding of how we operate to provide our members with quality, consistent service and exceptional, creative cuisine. We look forward to working with you for an unforgettable event!

**Our catering office is open from 9am-12:30pm and 1:30pm – 4:00pm
Tuesday thru Friday.**

For your convenience we recommend you call for an appointment.

757-224-7162 or 757-224-7236



NON-MILITARY EVENTS

All Non-Military events require a Club Member, Active, Retired or DOD to book or sponsor the event.

GUEST ENTRANCE THROUGH THE MAIN GATE:

It is the responsibility of the Security Forces to stop all vehicles entering the base. To help you and your guest through the main gate without delay and inconvenience, here are a few things you can do in advance of your function:

For security reasons, special event passes are required, ask the Catering Office for the up to date Entry Authority List. We recommend contacting the 633 Security Force Squadron Pass & Registration Office as soon as you book your event. You can reach them at:

Telephone: 757-764-7770 or 757-764-7779

Email: 633sfs.passreg@langley.af.mil

MILITARY EVENTS

The pro-rata forms are due to the club 4 days prior to the function and all payments must be received within 24 hours of the function.

PRO-RATA FORMS:

For your convenience, we have pro-rata forms you may use to prorate and charge individual credit card accounts. The club has 2 types of pro-rata forms, Cash or Charge forms.

Cash:

The cash pro-rata Form: please have the member give the last 4 digits of their member club card number to get the member discount. This needs to be turned in with the cash or check on next business day following function.

Charge:

The charge pro-rata Form: please have the individual sign beside their credit card number. The club accepts MasterCard, Visa and Club Cards only as payment on the pro-rata form. If a club member wishes to charge on a card other than their club card, they must provide the last 4 digits of their club card to receive their member discount. Any charge that does not go thru, it is the POC's responsibility to collect cash from the individual and make payment to the club. Charge Prorates are due four days before date of the event. Additionally, we ask for your assistance in ensuring the participants know the actual cost of meals and services being provided by the club. Project Officers are responsible for pro-rata till all are cleared.



FLAGS:

We have an Air Force Flag and an American Flag, and General Officer Flags with stands at no charge when available. For specific state, general officer, or service flags, the base Protocol Office may be able to assist you.

CLUB POLICIES

To implement a successful event, certain club policies are in place to ensure quality, consistent service and exceptional creative cuisine to our members. Please review the information below. Our Catering Staff will be happy to answer your questions about these guidelines. We look forward to serving you!

OFF BASE PUBLICITY

Except for base newspapers, the purchase of commercial advertisements in any civilian media to publicize a private or club sponsored party is not permitted.

FOOD AND BEVERAGE

Outside food and beverages are prohibited. However, the only exception is: wedding cakes, birthday cakes and military ceremonial cakes. Additionally, for the safety of our members, all food and beverages are either consumed or disposed of in the club. Exceptions are made when unusual circumstances occur; for example: inclement weather that prevents many guests from attending. There is a .25 per person cake or cupcake handling fee for usage of plates and forks and cake cutting service.

BEVERAGES

Beverages may be ordered from the enclosed menu or we can provide a private bar for your guests. The club staff will stop serving alcoholic beverages to any individual they feel is intoxicated or nearing intoxication.



PARTY BARS

There are two types of bars: "pay-as-you-go" and an "open" bar. There is a \$100 sales guarantee per bar for 1st Hour and \$50.00 minimum guarantee per bar for each additional hour. We will notify the functions POC if your bar is not meeting the minimum sales. The club reserves the right to close your bar if the sales minimums are not maintained and you will be charged the difference.

Pay-as-you-go Bar: The guests order and pay for their drinks. Standard bar prices apply. See enclosed menu page on beverage prices. There is no service charge added to this type of bar service.

Open Bar: The host/sponsor agrees to pay for all drinks served. Drinks are dispensed to the guests free of charge with the host/sponsor assuming responsibility for payment. An open bar can be set up with a predetermined dollar amount. The dollar limit amount will be annotated in the contract. A register tab will be computed until the pre-set limit is reached. There is a 20% service charge on the total amount of the open bar.

Off Site Bars: There is a \$200 set up fee for any bar set up at another site on base. This bar is required to meet all the minimum sales that is mentioned above.

The host/sponsor is responsible for assuring minors do not consume supervised or unsupervised alcoholic beverages.

GUARANTEES

To ensure the right items and quantities are on hand for your event, please provide your menu selection at least 30 business days in advance. We want to prepare sufficient food for the guaranteed number of attendees. We will work with the host/sponsor on any changes required. You must notify the club at least 4 days before your event with the guaranteed number of guests. You will be responsible for 100% of that number. If more guests attend your function than planned, the club will make every effort to serve them the same meal, but substitutions may be necessary. You will be responsible for payment for any additional guests the day of your event. Please notify the club if any of your guests have any special Dietary or allergy needs.

PAYMENTS

Cash, personal check, bank draft, your club card, and any commercial Visa or MasterCard are accepted for party payments. All personal checks must have a check number greater than 1000. Full payment is due 4 business days prior to the event.



MULTIPLE ENTREE

The project officer is responsible to use color codes on luncheons and dinners where multiple entrees are ordered. We allow up to two menu choices or one combo meal. This practice expedites services and ensures each guest gets what they ordered. The use of colored nametags, place cards, or tickets helps the servers distinguish what entrée to serve each guest. The host is responsible for these items. Please note that you will be charged for the higher priced menu entree for all meals when choosing this option.

SERVING TIME

We pride ourselves in meeting the serving time listed on your contract. For seated functions, our staff will invite your guests to be seated 5 to 10 minutes prior to actual serving time. If, for any reason, you need to delay the serving time, please notify the catering staff as soon as possible to ensure quality, taste and eye appeal of your meal. For meal service requests at other than normal operating club hours, special pricing may apply. Management will work with you to identify those charges in advance and, if applicable, will clearly indicate the charges on your contract.

MEETINGS AND SEMINARS

We specialize in social events for members and guests that contract for food and beverage services. Members and organizations wishing to use rooms for private meetings and seminars need to contact the catering department for details concerning available times and any applicable charges. Included in this document are room use fees and guidelines to help you plan and stay within your meeting budget.

SPECIALIZED AUDIO VISUAL, VENDOR AND MATERIALS GUIDELINES

For your convenience, microphones, podiums, and screens may be available through the catering department to support your function. For non-military functions there is a 100.00 usage charge for projector and screen. The sponsor must provide a laptop computer. Identify your needs to the catering department well in advance of the function so we can reserve these items for you. If a specialty item is not available within the club, we may be able to assist you by providing a list of sources for the required item. If display or conference support materials are being shipped into the club, clearly mark the boxes with the name of the function, host/sponsor name and date. Also mark the boxes "Deliver to the Catering Department." Please notify the catering department of any special storage needs for rented or shipped items.



ANNOUNCEMENT SIGNS

On the date of your event the name of your function and the room location will be posted in a highly visible area of the club. Should you require additional signs, displays, banners, exhibits and decorations, please ask the catering department for assistance.

APF FUNDING

All official military functions can be paid through appropriated funds using an IMPAC card or check.

CANCELLATIONS

We realize that for one reason or another you may have to cancel your function with us. We would like as much notice as possible so that we may offer the space to another member. If you decide to cancel your event we reserve the right to assess your account in the amount of \$500.

SERVICE CHARGE

A service charge of 20% will be added to all food and beverage. If your event is held on a Sunday, there is a 25% service charge and a \$250.00 to \$500 extra setup fee.

DECORATIONS

All decorations other than those provided by the club are the responsibility of the host/sponsor. To preserve the beauty of the club for all members and their guests we request no nailing, tacking or taping to the walls, ceiling or other parts of the club without approval of club management. **At no time is any form of confetti allowed.** The host/sponsor is financially responsible for any damages to the facility resulting from misuse of decorations. Apart from place cards and some individual table decorations, all decorations must be fire resistant and meet the codes of the base fire department. **For Any event that does not follow the above-mentioned guidelines, the club may assess a \$500.00 miscellaneous fee for cleanup.** Our catering staff will assist you in coordinating your decorations in accordance with the fire codes. Please coordinate the time you plan to decorate your tables and area with the catering staff to insure there is no conflict with other functions.



Decoration Services Provided by The Club

For the convenience of our guests, we have several decoration options we can provide for a nominal fee. All services listed below will be set up & removed by club staff and are for in house only.

Option 1: All Linen & Skirts (In House Colors only), **Complimentary** Hurricane & Candle Holder \$1.00

Option 2: Option 1 with addition of 1 Hurricane, Candle & Mirror per guest table. **\$4.00 per table**

Option 3: Option 1 with addition of Spandex Chair Covers, (In House Colors only), 1 Hurricane, Candle & Mirror per guest table. **\$4.00 per person**

Option 4: Option 3 with addition of Plain Satin or Organza Sashes with the chair covers. **\$5.00 per person**

In addition to the above options the club can provide an extra Touch of Class to your room décor by adding premium decorations to your Buffet, Hors d' oeuvres Tables, and any side tables.(for example; Candelabras, Mirrors, Lighting, & in house Floral Arrangements etc.) **\$50.00 per table**

PROPERTY, LIABILITY AND DAMAGES

Neither the club, nor the Air Force is liable for any loss or damage to, merchandise, equipment, or articles left in any facility prior to, during, or following any event. The host/sponsor will be held responsible for any losses or damage to the building, equipment, house decorations or fixtures belonging to the club/base caused by the host/sponsor or guests. Damages will be billed to the host/sponsor at market replacement cost plus labor. Any damage to the room due to guest behavior or clean-up will result in a \$500.00 charge.



MENU

BREAKFAST

Conference Center Menus • Plated • Buffets • Additions

BREAKS

Additions for Breaks & Enhancements

LUNCH

Plated • Buffets • Go Thru Line Lunches

HORS D'OEUVRES

Hot & Cold Hors d'oeuvres • Enhancements • Carvings

BEVERAGES

Cocktails/Beverage Service • Wine List

DINNER

Plated • Buffets • Theme Buffets • Desserts

WEDDING RECEPTIONS & SOCIALS

Plated Dinners • Dinner Buffets • Packages

RENTALS ON & OFF-SITE

Services • Rentals



Catering to Conference Center

Can be used at Club Also

Morning Catering Service Packages:

Package 1

Morning Break

Regular and/or Decaf Coffee/Hot Tea

Orange Juice

Ice Water

Assorted Breakfast Pastries, Muffins and Bagels with Cream Cheese

Sliced Fresh Seasonal Fruit w/Yogurt Fruit Dip

Mid-Morning Break

Replenish Beverages

\$7.95 person per day

Package 2

Morning Break

Regular and/or Decaf Coffee/Hot Tea

Orange Juice

Ice Water

Oven Baked Frittata

(Choice of Spinach and Mushroom; Ham, Bacon and Cheddar; or Bacon,
Spinach and Tomato)

Sliced Fresh Seasonal Fruit with Yogurt Fruit Dip

Warm Croissants with Butter and Jam

Mid-Morning Break

Replenish Beverages

\$9.95 person per day



Package 3

Morning Break

Regular and/or Decaf Coffee/Hot Tea

Orange Juice

Ice Water

Croissant Breakfast Strata

(Choice of Roasted Vegetable; Bacon, Spinach and Mushroom or
Ham and Swiss

Crispy Home Fried Potatoes with Onions and Peppers

Fresh Seasonal Fruit Medley

Mid-Morning Break

Replenish Beverages

\$9.95 person per day

Package 4

Morning Break

Regular and/or Decaf Coffee/Tea

Orange Juice

Ice Water

Cinnamon Streusel French toast Casserole with Warm Maple Syrup

Crispy Home Fried Potatoes with Onions and Peppers

Fresh Seasonal Fruit Medley

Mid-Morning Break

Replenish Beverages

\$8.95 per person per day

Afternoon Catering Additions:

Fresh Baked Cookie Assortment and Ghirardelli Double Chocolate
Brownies

Iced Tea, Water and Lemonade Service

\$2.50 per person per day

Assorted Dessert Bars (Lemon, Cream Cheese, Oreo or Berry) and Kettle
Chip Variety

Iced Tea, Water and Lemonade Service

\$2.25 per person per day

Kettle Chip Assortment and Trail Mix

Iced Tea, Water and Lemonade Service

\$1.95 per person per day

Canned sodas are an additional charge of \$1.50 each

All packages have delivery fee included.



Labor Only

You can hire one of our professional wait staff to provide support. We can serve *your purchased food and assist in the clean-up*. Cost is \$30.00 per hour for up to 8 hours. Staff can be scheduled in 4, 6, and 8-hour intervals.

Fee does not include the preparation or cooking of food items.

Conference Enhancements

Assorted Yogurt Parfaits layered with Granola and Fresh Berries

\$3.00 each

Assorted Granola Bars/Fruit-filled Nutri Grain Bars

\$1.50 each

Breakfast Bagels or Croissants (Ham, Sausage or Bacon with Egg)

\$2.50 each; Cheese Added .25 per sandwich

Fresh Baked Scones with Vanilla Glaze (Cinnamon Swirl, Blueberry or Cinnamon Raisin)

\$1.95 each

Large - Assorted Meat and Cheese Platter with Fresh Baked Rolls and Cracker Assortment

Feeds Approximately 75 people

\$150.00 per tray

Small - Assorted Meat and Cheese Platter with Fresh Baked Rolls and Cracker Assortment

Feeds Approximately 35 people

\$80.00 per tray

Large - Seasonal Vegetable Crudité Platter with Homemade Ranch and French Onion Dipping Sauces

Feeds Approximately 75 people

\$85.00 per tray

Small - Seasonal Vegetable Crudité Platter with Homemade Ranch and French Onion Dipping Sauces

Feeds Approximately 35 people

\$45.00 per tray

Assorted Danish Selection (Bear Claw, Apple, Cinnamon Raisin or Cream Cheese)

\$14.95 per dozen

Bagel Variety with Cream Cheese (Plain, Blueberry or Cinnamon Raisin)

\$12.50 per dozen

Fresh Baked Cookie Selection (Chocolate Chip, Peanut Butter, Red Velvet and Oatmeal Raisin)

\$1.25 each

Ghirardelli Double Chocolate Brownies

\$2.00 each

Chips with an Array of Dip (Potato, Pita or a Combination of both Chips) Served with Hummus, French Onion and Pimento Cheese Dip
\$27.00 per tray



Conference Beverage Enhancements

Hot Tea (Hot Water & 10 Tea Bags)
\$10.95 per 10 tea selections

Hot Chocolate (Hot Water & 10 Hot Cocoa Packets)
\$10.95 per 10 packets

Freshly Brewed Regular or Decaffeinated Coffee
\$10.95 per gallon

Unsweetened Iced Tea with Fresh Sliced Lemons
\$13.95 per gallon

Sweetened Iced Tea with Fresh Sliced Lemons
\$14.95 per gallon

Lemonade
\$13.95 per gallon

There is a 20% service charge on all food and beverage

We offer four options for off-site Ala Carte Catering:

1. The Catering Client can pick up the food order free of charge.
 2. Our Club personnel will deliver the food & equipment to the desired location and will return to pick up the club equipment after the event is complete.
Additional \$1.00 per person
 3. Our Club personnel delivers, sets-up, monitors and cleans up after the function is complete. (This option is with paper products only) **Additional \$2.00 per person**
 4. Our Club personnel delivers, sets-up, monitors and cleans up after the function is complete. (This option is with China, Silverware & Glassware)
Additional \$4.00 per person
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BREAKFAST

BUFFETS

All Breakfast Entrees are accompanied by the following:

Chilled Orange Juice

Choice of Fresh Baked Biscuits or Warm, Buttery Croissant served with Butter and Jam

Fresh Seasonal Fruit

Freshly Brewed Regular or Decaffeinated Coffee, and Assorted Teas

Choose from the following Breakfast Entrees:

Package 1:

Fresh Scrambled Eggs

Crispy Bacon or Sausage (choice of turkey or pork)

Home-fried Potatoes with Pepper and Onion Medley

\$10.95 per person

Package 2:

Oven-Baked Spinach, Mushroom and Swiss Frittata

Crispy Bacon or Sausage (choice of turkey or pork)

Crispy Fried Hash Brown Potatoes

\$11.50 per person

Package 3:

Ham, Bacon and Cheese Breakfast Casserole

Southern Style Creamy Grits

Fried Green Tomatoes

\$11.50 per person



Breakfast Buffet Additions

Cinnamon French toast with Maple Syrup

\$2.00 per person

Belgium Waffles with Maple Syrup

\$2.00 per person

Fluffy Buttermilk Pancakes with Maple Syrup

\$1.75 per person

Southern Style Creamy Grits

\$1.00 per person; Cheddar Cheese Added .25 per person

Simply Continental

Selection of Chilled Juices (Orange, Pineapple, Apple and Cranberry)

Danish Assortment (Bear Claw, Apple, Cinnamon Raisin and Cream Cheese)

Bagel Variety with Cream Cheese

Freshly brewed Regular or Decaffeinated Coffee

\$7.50 per person

Continental Extras

Yogurt Parfaits Layered with Granola and Fresh Berries

\$3.00 per person

Fresh Seasonal Fruit

\$2.50 per person

Yogurt Cup Assortment

\$1.50 per person

Flavored Creamers (French Vanilla, Irish Cream and Hazelnut)

\$7.50 for 50 creamers

There is a 20% service charge on all food and beverages.



BREAKFAST

PLATED

All Breakfast Entrees are accompanied by the following:

Chilled Orange Juice

Fresh Baked Biscuits or Warm, Flaky Croissants with Butter and Jam

Fresh Sliced Fruit

Freshly Brewed Regular or Decaffeinated Coffee, and Assorted Teas

Choose from the following Breakfast Entrees:

Package 1:

Fresh Scrambled Eggs

Crispy Bacon or Sausage (choice of turkey or pork)

Home-fried Potatoes with Pepper and Onion Medley

\$11.95 per person

Package 2:

Southern Fried Chicken (boneless buttermilk fried breast) and Waffles

- **Served with Powdered Sugar, Strawberry Butter and Maple Syrup**

Fresh Scrambled Eggs

\$12.50 per person

Package 3:

Bacon Avocado Eggs Benedict

Crispy Fried Hash Brown Potatoes

Baked Parmesan Tomatoes

\$13.50 per person

There is a 20% service charge on all food and beverages.



LUNCH

Lighter Side

Langley Chef Salad

Mixed salad greens topped with grape tomatoes, sliced cucumbers, mixed vegetable blend, jack and cheddar cheese, Hard-boiled eggs, thinly sliced honey ham and roasted turkey. Served with choice of dressing and a warm garlic breadstick.

\$11.95 per person

Grilled Chicken Caesar Salad

Crisp Romaine lettuce tossed with garlic croutons and Parmesan cheese; topped with a marinated grilled chicken breast. Served with creamy Caesar dressing and a warm garlic breadstick.

\$10.95 per person

Substitute Grilled Shrimp

Add \$3.00 per person

Bruschetta Grilled Chicken Salad

Marinated grilled chicken breast, red onions, roasted red peppers, Kalamata olives, fresh basil and Asiago and fresh mozzarella cheese atop a bed of mixed greens. Served with Balsamic vinaigrette and a warm garlic breadstick.

\$13.95 per person

Harvest Grilled Chicken Salad

Crisp Romaine lettuce tossed with fresh seasonal berries, red onions, sliced Granny Smith apples, sweetened cranberries, glazed pecans and feta cheese. Topped with a seasoned grilled chicken breast and served with Raspberry vinaigrette and a warm garlic breadstick.

\$13.95 per person

All Salads include Coffee and Tea Service

There is a 20% service charge on all food and beverages.
We allow up to two menu choices for over 35 people.



Lunch

Sandwiches

Honey Ham and Swiss

Layers of thinly sliced honey baked ham on multi-grain bread with fresh lettuce, sliced tomatoes and spicy mustard. Served with a crisp pickle spear and Kettle chips.

\$9.95 per person

Potato, Pasta or Macaroni Salad

\$1.50 per person

Oven Roasted Turkey and Cheese

Oven roasted turkey breast and Provolone cheese piled high atop a Kaiser roll with fresh lettuce, sliced tomatoes and mayo. Served with a crisp pickle spear and Kettle chips.

\$9.95 per person

Potato, Pasta or Macaroni Salad

\$1.50 per person

BBQ Pulled Pork Sandwich

Slow-roasted North Carolina style pulled pork served on a Brioche bun with coleslaw and spicy BBQ sauce. Accompanied with a crisp pickle spear and Kettle chips.

\$12.95 per person

Potato, Pasta or Macaroni Salad **\$1.50 per person**

Classic Club Sandwich

Country white bread filled with layers of thinly sliced honey ham, roasted turkey, Applewood bacon, cheddar cheese, crisp leaf lettuce, sliced tomatoes and mayo. Served with a crisp pickle spear and Kettle chips.

\$10.95 per person

Potato, Pasta or Macaroni Salad

\$1.50 per person



Chicken Caesar Wrap

Spinach tortilla wrap filled with marinated grilled chicken, Parmesan cheese and crisp romaine lettuce tossed with creamy Caesar dressing. Served with pasta salad.

\$10.95 per person

Potato or Macaroni Salad

\$1.50 per person

Kettle Chips

\$1.00 per person

Harvest Chicken Salad Croissant

Seasoned chunks of chicken breast blended with mayo, celery, green onions, toasted pecans and red grapes. Served on a flaky croissant with a crisp pickle spear and Kettle chips.

\$12.95 per person

Potato, Pasta or Macaroni Salad

\$1.50 per person

Grilled Veggie Panini

Grilled zucchini, squash, sliced mushrooms, and roasted red and yellow peppers layered on crispy Ciabatta bread topped with basil pesto, Provolone and feta cheese. Served with Honey Mustard sauce and pasta salad.

\$12.95 per person

Potato or Macaroni Salad

\$1.50 per person

All Sandwiches include Coffee and Tea Service

There is a 20% service charge on all food and beverages.

We allow up to two menu choices for over 35 people.



LUNCH

Plated

Italian Roast Beef

Mixed Green Salad with choice of dressing
Slow-cooked Roast Beef with Italian Seasonings
Roasted Garlic-Parmesan Mashed Potatoes
Italian Vegetable Medley
Fresh Baked Rolls with Butter
Coffee and Tea Service

\$13.95 per person

Marinated Chicken Breast

Mixed Green Salad with choice of dressing
Grilled, Boneless Breast of Chicken Marinated in Garlic and Herbs
Gnocchi with Creamy Pesto Sauce
Parmesan Roasted Broccoli
Warm Garlic Breadsticks
Coffee and Tea Service

\$13.95 per person

Jack Daniel's Glazed Pork Tenderloin

Traditional Caesar Salad with Garlic-Parmesan Croutons
Oven-Roasted Pork Tenderloin Glazed with Jack Daniel's Sauce
Wild Rice with Mushrooms
Grilled Asparagus Spears
Fresh Baked Rolls with Butter
Coffee and Tea Service

\$14.95 per person



Shrimp Scampi Skewers

Spinach Salad with Bacon Bits, Egg, Sliced Mushrooms and Warm Bacon Vinaigrette

Grilled Shrimp Scampi Skewers

Rice Pilaf

Seasonal Vegetable Medley

Fresh Baked Rolls with Butter

Coffee and Tea Service

\$14.95 per person

Chicken Parmesan

Mixed Green Salad with choice of dressing

Hand-breaded Chicken Parmesan

Spaghetti with Homemade Marinara Sauce

Parmesan-Roasted Cauliflower

Warm Garlic Breadsticks

Coffee and Tea Service

\$13.95 per person

Substitute Shrimp

Add \$3.00 per person

Creamy Alfredo Pasta

Mixed Green Salad with choice of dressing

Penne noodles tossed with creamy Alfredo sauce and fresh broccoli florets

Warm Garlic Breadsticks

Coffee & Tea Service

\$11.95 per person

With Marinated, Grilled Chicken

Add \$2.00 per person

With Garlic Butter Shrimp

Add \$3.00 per person



Pan-Seared Crab Cake

BLT Salad with Creamy Ranch Dressing

Hand-breaded Crab Cake with Lemon Butter Sauce

Vegetable Rice Pilaf

Oven-Roasted Asparagus Spears

Fresh Baked Roll with Butter

Coffee & Tea Service

\$15.95 per person

There is a 20% service charge on all food and beverages.

We allow up to two menu choices for over 30 people



SWEET ADDITIONS

Ice Cream Sundae Bar

Vanilla Bean Ice cream served with hot fudge sauce, caramel topping, whipped cream, cherries, toasted walnuts and sprinkles

\$5.50 per person

NY Style Cheesecake with Fruit Topping

\$5.50 per person

Assorted Pies (Choice of Apple, Peach, Pecan, Lemon Meringue, Coconut Cream, Pumpkin or Cherry)

\$3.50 per person

Assorted Cobblers (Choice of Apple, Peach or Berry)

\$3.50 per person

Vanilla Bean Ice Cream with Fresh Berries

\$3.50 per person

Ghirardelli Double Chocolate Brownies

\$2.50 per person

Cookie Assortment (Chocolate Chip, Oatmeal Raisin, Peanut Butter and Red velvet)

\$1.50 per person

There is a 20% service charge on all food and beverages



LUNCH

Buffets

Soup or Salad and Sandwich Buffet

Mixed Green Salad with Choice of Dressing **OR** Two Soup Choices (Broccoli Cheddar, Chicken and Rice, Vegetable Beef, Chicken Tortilla or Loaded Potato)

Potato or Pasta Salad

Selection of Deli Meats (Ham, Roast Beef and Turkey)

Two Sliced Cheese Options (Provolone, Cheddar, Swiss or American)

Fresh Leaf Lettuce, Sliced Tomatoes and Thinly Sliced Red Onions

Assorted Bakery Fresh Breads (Multi-Grain, Country White or Wheat)

Array of Condiments

Assorted Cookies or Ghirardelli Brownies

Coffee and Tea Service

\$15.95 per person

All-American Buffet

Mixed Green Salad with Choice of Dressing

Sliced Roast Beef with Red Wine Mushroom Gravy

Baked Lemon-Garlic Chicken

Roasted Garlic Mashed Potatoes

Green Bean Medley

Fresh Baked Rolls with Butter

Coffee and Tea Service

Apple Crisp with Vanilla Bean Ice cream

\$16.95 per person

There is a 20% service charge on all food and beverages.



Southern Classic Buffet

Creamy Cabbage Apple Slaw

Red Bliss Potato Salad

Slow Cooked Pork Shoulder

Southern Fried Chicken

Corn Succotash with Crispy Bacon

Fresh Buttermilk Biscuit with Honey Butter

Coffee and Tea Service

Peach Cobbler

\$16.95 per person

Little Italy Buffet

Caprese Chopped Salad with Balsamic Vinaigrette

Roasted Vegetable Orzo with Lemon Vinaigrette

Herb Marinated Boneless Chicken Breast

Italian Sausage and Peppers

Penne Pasta Primavera

Garlic Breadsticks

Coffee and Tea Service

Pound Cake with Lemon Curd and Fresh Raspberry Sauce

\$16.95 per person

Pan-Asian Buffet

Soba Noodle Salad with Ginger-Peanut Dressing

Crispy Vegetable Spring Rolls with Sweet Chili Sauce

Beef with Broccoli and Scallions

Teriyaki Chicken Breast with Grilled Pineapple

Shrimp Fried Rice with Vegetables

Asian Vegetable Stir-fry

Coffee and Tea Service

Coconut-Ginger Cake with Green Tea Crème Anglaise

\$17.95 per person

There is a 20% service charge on all food and beverages.



Ala-Carte Hors d'oeuvres

Tier 1:

Finger Sandwich Assortment (Choice of Two)

A selection of our Curried Chicken Salad, Tuna Salad, Egg Salad, Roasted Vegetable Cream Cheese, Harvest Chicken Salad or Pimento Cheese served on multi-grain and country white bread.

\$48.95 for 50 pieces

Bruschetta with Fresh Tomatoes and Basil

Crispy herb crostini topped with fresh diced tomatoes, garlic, red onions, and fresh basil. Drizzled with Aged Balsamic glaze.

\$48.95 for 50 pieces

BTA Crostini

Crispy bacon, sliced tomatoes and fresh avocado served on an olive oil and garlic toasted crostini

\$48.95 for 50 pieces

Mozzarella and Tomato Bites

Fresh mozzarella grape tomatoes stacked on skewers and drizzled with basil pesto

\$48.95 for 50 pieces

Add salami for an additional \$3.00

Chip and Dip Trio

Roasted garlic hummus, pimento cheese and our house-made French onion dip served with your choice of potato or pita chips.

\$27.00 per tray

Chip Combo add \$3.00



Guacamole and Chips

Fresh avocados, lime juice, garlic, jalapenos, diced tomatoes, red onions and cilantro served with Cantina-style tortilla chips. Served with a side of salsa.

\$28.95 per tray

Bacon Deviled Eggs

Hard boiled eggs filled with our creamy egg filling and garnished with crumbled bacon and fresh chives.

\$49.95 for 50 pieces

Tier 2:

Meatballs

Choice of either Swedish, Teriyaki, Sweet Chili, Barbecue or Marinara with fresh basil.

\$40.95 for 50 pieces

Vegetable Spring Rolls with Sweet Chili Sauce

\$62.00 for 50 pieces

Chicken Wings

Choice of either Traditional Fried, Spicy Buffalo, Teriyaki or Nashville Hot

\$89.50 for 50 pieces

Hot Crab Dip

A blend of fresh lump meat crab, cream cheese and spices baked until perfectly browned and bubbly. Served with toasted baguettes.

\$72.50 Each (Feeds 45 people)

Add Shrimp for an additional \$9.95 Each

There is a 20% service charge on all food and beverages.



Creamy Artichoke and Spinach Dip

Cream cheese mixed with chopped artichokes, fresh spinach, garlic and spices baked until golden brown. Served with toasted baguettes.

\$65.50 Each (Feeds 45 people)

Add Lump Crab Meat for an additional \$11.95 Each

Add Shrimp for an additional \$9.95 Each

Chicken Satay Skewers with Peanut Sauce

Thinly sliced, marinated chicken breast grilled to perfection and served with peanut and sweet chili dipping sauces.

\$65.50 for 50 skewers

Substitute Shrimp for an additional \$14.95 for 50 skewers

Tier 3:

Langley's Dynamite Shrimp

Crispy battered and fried shrimp tossed in a spicy Sriracha-soy mayonnaise; topped with scallions and toasted sesame seeds. Served on a bed of Asian slaw.

\$99.50 for 50 pieces

Miniature Chesapeake Crab Cakes

Lump crab meat mixed with a select blend of seasonings, pan-fried until golden brown and crispy. Served with Lemon-Chive aioli.

\$4.50 Each

Hand-Breaded Coconut Shrimp

Fresh shrimp dredged in a light coconut batter and fried until perfectly browned. Served with spicy mango sauce.

\$79.50 for 50 pieces

Sesame-Seared Ahi Tuna Bites

Sushi-grade Ahi tuna marinated in rice wine vinegar, soy and miso and coated with toasted sesame seeds. Served with Soy-Ginger vinaigrette and wasabi.

\$89.50 for 50 pieces



Teriyaki Beef Skewers

Thinly sliced strips of beef marinated in soy, ginger, garlic and honey; topped with toasted sesame seeds and scallions. Served with pineapple chutney.

\$103.95 for 50 pieces

Smoked Salmon Crostini

Perfectly smoked salmon served on a garlic and olive oil toasted crostini; topped with lemon chive cream cheese

\$76.95 for 50 pieces

There is a 20% service charge on all food and beverages.



Hors d'oeuvres Packages

Minimum 50 guests

Each Package includes the following items and services:

These Items will only be honored if you buy a Hors d'oeuvres package

- Room Setup to include:
- House Linens and White cocktail napkins
- Hurricane Centerpiece (Candle extra)
- Hors d'oeuvres (Club Classic, Gala Affair)
- Citrus Punch

Club Classic Package

Choose any 5 hors d'oeuvres from our tier 1 selections

\$12.50 per person

Gala Affair Package

Choose any 7 hors d'oeuvres from our tier 1 or tier 2 selections

\$14.75 per person

Exceptional Celebration Package

Choose any 9 hors d'oeuvres from any of our tiered selections

\$17.95 per person

There is a 20% service charge on all food and beverages



ENHANCEMENTS

Large - Assorted Meat and Cheese Platter with Fresh Baked Rolls and Cracker Assortment

Feeds Approximately 75 people

\$150.00 per tray

Small - Assorted Meat and Cheese Platter with Fresh Baked Rolls and Cracker Assortment

Feeds Approximately 35 people

\$80.00 per tray

Large - Seasonal Vegetable Crudit  Platter with Homemade Ranch and French Onion Dipping Sauces

Feeds Approximately 75 people

\$85.00 per tray

Small - Seasonal Vegetable Crudit  Platter with Homemade Ranch and French Onion Dipping Sauces

Feeds Approximately 35 people

\$45.00 per tray

Large - Assorted Imported and Domestic Cheese Platter with Toasted Baguettes and Cracker Assortment

Feeds Approximately 50 people

\$90.00 per tray

Small - Assorted Imported and Domestic Cheese Platter with Toasted Baguettes and Cracker Assortment

Feeds Approximately 25 people

\$45.00 per tray

Large - Seasonal Fresh Fruit Display with Yogurt Dip

Feeds Approximately 75 people

\$135.00 per tray

Small - Seasonal Fresh Fruit Display with Yogurt Dip

Feeds Approximately 35 people

\$70.00 per tray

There is a 20% service charge on all food and beverages.



CARVINGS

Jack Daniel's Glazed Pork Tenderloin with Fresh Baked Rolls
\$5.75 per person

Oven-Roasted Turkey Breast with Cranberry-Orange Relish and Fresh Baked Rolls
\$5.25 per person

Slow Roasted Prime Rib with Horseradish Sauce and Rolls
\$13.25 per person

Oven Braised Top Round of Beef with Herb Au jus, Horseradish Sauce and Rolls
\$6.75 per person

Roasted Tenderloin of Beef with Rolls and Horseradish Chive Sauce
\$13.25 per person

Brown Sugar Glazed Ham with Rolls and Mango Chutney
\$5.25 per person

There is a 20% service charge on all food and beverages.



Food Stations (Minimum of 25 Guests)

Pasta Station

Penne and linguine noodles served with marinara and Alfredo sauce, Italian sausage, grilled chicken breast strips, a selection of chopped vegetables and warm garlic bread sticks.

\$9.95 per person

Add Grilled Shrimp for an Additional \$3.25 per person

Build Your Own Slider Station

A generous selection of North Carolina pulled pork, shredded barbecue chicken and traditional hamburger sliders accompanied with an array of fresh toppings, condiments and miniature Brioche buns. Served with pickle spears and Kettle chips.

\$13.95 per person

South Western Station

Generous portions of traditional taco beef, blackened chicken and shredded spicy pork served with cilantro-lime rice, black and refried beans, Mexican style corn, tortillas and freshly prepared toppings.

\$13.95 per person

There is a 20% service charge on all food and beverages.



DINNER

Plated

Southern Hospitality

Creamy Coleslaw
Sliced Beef Brisket with Sweet and Spicy BBQ Sauce
OR
Southern Fried Chicken
Homemade Macaroni and Cheese
Braised Kale and Collard Greens
Cornbread with Honey Butter
Coffee and Tea Service

\$19.50 per person

Sumptuous Feast

Mixed Green Salad with Choice of Dressing
Sliced Tri-Tip Beef with Red Wine Mushroom Gravy
OR
Oven-Roasted Stuffed Chicken Breast with White Wine Sauce
Roasted Vegetable Rice Pilaf
Parmesan Roasted Asparagus
Fresh Baked Rolls with Butter
Coffee and Tea Service

\$23.95 per person

Langley Signature

Prosciutto-Melon Salad with Balsamic Vinaigrette
Jack Daniel's Glazed Chicken Breast with Crispy Onion Straws
Oven Baked Potato Gratin
Roasted Root Vegetables
Fresh Baked Rolls with Butter
Coffee and Tea Service

\$23.95 per person

There is a 20% service charge on all food and beverages.



Italian Feast

Italian Chopped Salad with Choice of Dressing
Hand-Breaded Chicken Parmesan
Baked Ziti with Meat Sauce
Italian Green Beans with Lemon-Garlic Sauce
Fresh Baked Rolls with Butter
Coffee and Tea Service

\$21.95 per person

Seafood Classic

Mixed Green Salad with Choice of Dressing
Pan-Seared Salmon with Lemon Herb Sauce
Quinoa with Roasted Garlic and Parmesan Cheese
Sautéed Spinach Mushrooms and Onions
Fresh Baked Rolls with Butter
Coffee and Tea Service

\$23.95 per person

There is a 20% service charge on all food and beverages.

*We allow up to two menu choices for over 30 people.
Price will be the higher amount for all meals.*





DINNER

Combos (Plated)

Beef Combos

Traditional Caesar Salad with Creamy Caesar Dressing
Sliced Tenderloin of Beef with Horseradish Sauce and Au jus
with
Roasted Chicken Breast with Goat Cheese and Sundried Tomatoes
Garlic Mashed Potatoes
Honey Glazed Baby Carrots
Fresh Baked Rolls with Honey Butter
Cheesecake Assortment
Coffee and Tea Service
\$29.95 per person

Substitute **Salmon/Crab Cake** for an Additional **\$5.00 per person**
Substitute **Grilled Shrimp Skewers** for an Additional **\$4.00 per person**

There is a 20% service charge on all food and beverages.



DINNER BUFFETS

Minimum 40 people

Buffets are served for 1 hour

Classic Club Buffet (Design Your Own)

Choice of Two Salads:

Mixed Green Salad with Choice of Dressing, Classic Caesar Salad with Creamy Caesar Dressing OR Italian Pasta Salad

Choice of Entrees:

Top Round of Beef with Horseradish Cream
Oven Roasted Turkey Breast with Gravy
Baked Cod Fillets with Lemon Butter Sauce
Southern Fried or Baked Lemon Pepper Chicken
Homemade Traditional or Vegetarian Lasagna
Teriyaki Glazed Pork Tenderloin

Choose One Starch:

Roasted Vegetable Rice Pilaf, Wild Rice with Garden Vegetables, Macaroni and Cheese, Twice-Baked Mashed Potatoes, Roasted Garlic Mashed Potatoes, Cornbread Stuffing, Oven Roasted Potatoes or Mashed Sweet Potatoes

Choose One Vegetable:

Honey Glazed Baby Carrots, Braised Kale and Collards, Green Bean Medley, Roasted Root Vegetables, Parmesan Roasted Cauliflower, Seasonal Vegetable Medley, Southern Creamed Corn or Broccoli with Cheese Sauce

Choose One Dessert:

Fresh Baked Fruit Cobbler (Peach, Apple or Fresh Berry), Cake Assortment (Spice, Chocolate, Apple and German Chocolate), Banana-Walnut Bread Pudding with Salted Carmel Sauce or Banana Pudding Trifles

**Fresh Baked Rolls with Honey Butter
Coffee and Tea Service**

\$22.95 per person for Two Entrees

\$25.95 for Three Entrees



Pacific Regional Buffet

Oriental Chicken Salad with Sesame-Ginger Dressing
Lumpia and Vegetable Dumplings with Sweet Chili Sauce
Chicken Satay with Thai Peanut Sauce
Beef with Broccoli
Teriyaki Glazed Chicken Breast with Grilled Pineapple
Stir-Fried Asian Vegetable Medley
Shrimp Fried Rice
Sliced Seasonal Fruit
Coffee and Tea Service
\$23.95 per person

Italian Buffet

Italian Chopped Salad with Choice of Dressing
Penne with Alfredo and Marinara Sauce
Homemade Traditional or Vegetable Lasagna
Chicken Parmesan
Grilled Italian Sausage with Peppers
Sautéed Broccoli with Garlic
Garlic Breadsticks
Cheesecake Assortment
Coffee and Tea Service
\$22.95 per person

Cowboy Western Buffet

Crisp Cabbage Apple Slaw
Red Bliss Potato Salad
Baked BBQ Chicken
Sliced Brisket with Sweet and Spicy BBQ Sauce
Baked Beans
Macaroni and Cheese
Cornbread with Honey Butter
Homemade Apple Crisp
\$22.95 per person



Simple Elegance Buffet

Mozzarella, Tomato and Basil Salad with Balsamic Vinaigrette

Carved Prime Rib of Beef with Au jus

Florentine Chicken

Potato Gratin with Truffle Oil

Roasted Butternut Squash with Sage and Browned Butter

Crème Brulee with Fresh Berries and Vanilla Whipped Cream

Fresh Baked Rolls with Butter

Coffee and Tea Service

\$35.95 per person

There is a 20% service charge on all food and beverages.



BEVERAGES

Drinks served on the Bar:

Premium Brand Cocktails (per drink)	\$5.25
Call Brand Cocktails (per drink)	\$4.25
House Brand Cocktails (per drink)	\$4.00
Domestic Beers (per bottle) (In Tub Also).....	\$3.75
Imported Beers & Specialty Beers (per bottle) (In Tub Also)	\$4.25
(Sam Adams, IPA, Guinness, Hefeweizen, Blue Moon, St George, Angry Orchard, Heineken, Corona)	
Non-Alcoholic Beers (per bottle)	\$3.25
Specialty Wine: (per glass)	\$4.75-5.75
Premium Wine: (per glass)	\$4.25
House Wine: (per glass)	\$3.75
Soft Drinks (per glass).....	\$1.50

Our Bottle Wine:

House Wine to include: Redwood Creek; Chardonnay, Cabernet Sauvignon, Merlot, Pinot Grigio, Pinot Noir & Beringer White Zinfandel..... \$17.75

Premium Wines:

Casillero del Diablo Malbec.....	\$29.00
Williamsburg Governor's White.....	\$20.25
Cantina Di Casteggio Moscato.....	\$20.25
Rosemount Estate Shiraz.....	\$24.20
Regular Champagne (by Bottle)	\$13.95
Asti Spumonti (by Bottle)	\$21.25
Sherbet Punch (per gallon).....	\$19.25
Citrus Punch (per gallon).....	\$18.25

Club can order Specialty Wine & Champagne.

There is a 20% service charge on all food and beverage



ADDITIONAL SERVICES

The following items and services may be provided through your Catering Department at a nominal fee.

- Cake/Cupcake Handling Fee \$.50 per person (To include: Plates, Forks, Napkins, cutting, serving & cleanup of cakes & cupcakes)
- Candles: Tapered White candles \$2.00, Tie Light candles .50 each
- Square 12" Mirrors \$2.00 each
- Hurricanes \$1.00
- Wine/Champagne Fountain \$30.00
- Chair Covers: Spandex White, Cream or Black \$2.00 each
- Chair Covers with Sashes; Satin or Organza \$2.75 each
- Additional hour after 4-hour event \$300.00
- Additional hours prior to allotted 3 hours for set up time: \$50.00 per hour
- Night Prior Set up \$500.00 (Only if Room is available)
- There is a \$75.00-\$250.00 cleanup fee for receptions for extraordinary cleaning. (This means Confetti & Cake smashed in the carpet, rice thrown inside or outside etc.)
- Portable Stage per portion \$150.00
- Electricity hook- up fee for all extra items & vendors (not provided by club) except for DJ Sound Equipment: \$75.00 per item installation (for example; up lighting (3 outlets each), Ice sculptors, Photo booths, Lights on tables & Dance floors, etc.)



OFF-SITE RENTALS

Without Food & Beverage

To complete your event off-property, the following items may be rented at a nominal fee:

Club Linens	\$ 4.00 per cloth
Club Napkins	\$.50 per napkin
Club China.....	\$ 2.00 per setting
Plate any style.....	\$.25 per plate
Glassware	\$.25 per glass
Champagne Glasses	\$.25 per glass
Silverware.....	\$.25 per each
Silver Punch Bowl.....	\$10.00 per bowl
72" Banquet Tables (seats 10)	\$10.00 per table
60" Banquet Tables (seats 8)	\$ 8.00 per table
Stack Chairs.....	\$ 5.00 per chair
Roll Top Chafers	\$ 20.00 each
Wire Chafers	\$10.00 each
Sternos	\$3.00 each
Champagne Fountain.....	\$30.00 each

The above items are priced for customer pickup & return

For Club staff to deliver & pick up above items on base there is an additional \$100.00 Fee

Lost or broken items replaced at current cost.

Labor Option

You can hire one of our professional wait staff to provide support. We can serve your food and help clean up. Cost is 30.00 per hour Up to 8 hours. Staff can be scheduled in 4, 6, and 8-hour shifts



MILITARY OFFICIAL EVENTS FREE ROOM USE

In order to encourage usage in our JBLE Clubs all room and setup fees have been eliminated for all official military events as identified in the APF Room Fee MOA. Scheduling your event at a JBLE Club is easy just follow these three easy steps:

1. Contact the club to determine availability of a room for your official function.
2. The club will determine if a room is available on the date/time requested, confirm its availability and add your event to the club's function calendar.
3. The club will advise you that there is no cost for the room; however, if you require any catering food and beverage support it is available at normal pricing.

NON-OFFICIAL MILITARY EVENT FOOD & BEVERAGE MINIMUMS **(Includes promotions, retirements & military socials)**

There are no set up or room fees charged for events scheduled at the club. However, all functions not considered an official military function as defined in the APF Room Fee MOA need to meet the established food and non-alcohol beverage minimum for the scheduled room. Each room has an established food and non-alcohol beverage minimum based on the size of the room and the requirements associated with providing service to that room. All food minimums are listed below by room. Customers who do not order sufficient food and non-alcohol beverage to meet the food and non-alcohol beverage minimum will be charged the difference. Please consult with our Catering staff to determine how to get best value for your event. As a reminder; all club members receive a 10% discount on all food and non-alcohol beverage ordered.

The Bayview Commonwealth Center

Room Name	Food Minimum
Virginia Ballroom	\$500.00
Nite Club Room	\$300.00
Tidewater Room	\$300.00
Conference Room	\$150.00
Chief's Room	\$300.00

SPECIAL MORALE & WELFARE FUNDING (SM&W)



Funding is available for reception refreshments associated with change of commands (Squadron, \$200, Group, \$300 & Wing, \$500). These funds are controlled by the 633 ABW Protocol Office; POCs should contact them at 757-764-3466 prior to scheduling their units change of command to receive the latest guidance. Once Protocol authorizes the event, let the club help you with the planning, it's easy.

1. Contact the club to determine availability of a room for your function.
2. The club will determine if a room is available on the date/time requested, confirm its availability and add your event to the club's function calendar.
3. The club will advise you that there is no cost for the room.
4. Choose from one of the club's SM&W packages which are designed with the authorized SM&W funding in mind or you can work with our club catering staff to customize your menu.
5. Any catering food and beverage support more than the authorized SM&W funding is available at normal pricing.
6. Using the club to host your SM&W event the billing makes execution and payment easy.

The Langley Club SMW Packages

SMW \$200 Package

Large Fruit Tray (serves 75 people)

Choice of one: 50 Pieces Fancy Deviled eggs, 50 pieces Cheddar and Broccoli Bites, 50 Pieces of Vegetable Lumpia, or 50 pieces of White Bean, Tomato, Basil and Mozzarella Bruschetta

Or

Full sheet of cake with logo

Fruit punch or ice tea

SMW \$300 Package

Large Fruit Tray (serves 75 people)

Large Imported and Domestic Cheese Display with Sliced Baguettes (serves 50)

Choice of one: 50 Pieces Fancy Deviled eggs, 50 pieces Cheddar Cheese and Broccoli Bites, 50 Pieces of Vegetable Lumpia, or 50 pieces of White Bean, Tomato, Basil and Mozzarella Bruschetta

Choice of one: French onion dip w/ chips (serves 25), Salsa w/ Tortilla Chips (serves 25), Garlic or Red Bell Pepper Hummus w/ Pita chips (serves 25)



SMW \$500 Package

Large Fruit Tray (serves 75 people)

Large Imported and Domestic Cheese Display with Assorted Crackers (serves 50)

Large Vegetable Crudit  (serves 75 people)

Choice of two: 50 Pieces Fancy Deviled eggs, 50 pieces Tomato & Mozzarella Bites, 50 Pieces of Vegetable Lumpia, or 50 pieces of White Bean, Tomato, Basil and Mozzarella Bruschetta

Choice of two: French onion dip w/ chips (serves 25), Salsa w/ Tortilla Chips (serves 25), Garlic or Red Bell Pepper Hummus w/ Pita chips (serves 25)

*Please note packages do not include service charge.

There is a 20% service charge on all food and beverages.



SETUP FEES

For all Non-Military Private Events

(Weddings, Birthday & Anniversary Parties, Showers, Rehearsal Dinners, Church & School Events, Private Organizations, and Holiday Parties)

All Non-Military functions are assessed the Set-up Fee in addition to Food & Non-Alcoholic Beverage minimums. Setup fees cover the setup, cleanup and configuration of the room to your functions specifications.

The Langley Club

<u>Room Name</u>	<u>Set Up Fee</u>	<u>Food Minimum</u>
Chief's Room	\$350.00	\$800.00
Hampton Room	\$150.00	\$300.00
Daedalian Room	\$150.00	\$300.00
AFA Room	\$175.00	\$300.00
Commander's Room	\$250.00	\$500.00
Commander's/AFA Room	\$300.00	\$600.00
Enlisted Lounge	\$300.00	\$700.00
Chesapeake Room	\$200.00	\$500.00
Columbus Room	\$200.00	\$500.00
Ches/Col Room	\$350.00	\$800.00
Dance/Regency Room	\$350.00	\$800.00
Ches/Colum/Dance	\$500.00	\$2,500.00
Grand Ballroom	\$600.00	\$4,000.00

The Bayview Commonwealth Center

<u>Room Name</u>	<u>Set Up Fee</u>	<u>Food Minimum</u>
Virginia Ballroom	\$650.00	\$4,500.00
Night Club Room	\$350.00	\$900.00
Tidewater Room	\$500.00	\$2,500.00
Conference room	\$150.00	\$250.00

ROOM DEPOSITS

A non-refundable deposit of \$500 is required for all nonmilitary and personal functions to be paid within 30 days of booking the event. This deposit is applied to your final bill and contract settlement.



BANQUET ROOM SPECIFICATIONS

We have a variety of rooms at the club available for your special event. Our Catering Department will assist you in choosing the appropriate banquet room for your function. Availability of any given area depends upon regularly scheduled functions in that space. Below is a chart for the maximum capacity allowed in each banquet room. These maximums are limits we may not exceed due to Fire Safety Codes.

The Langley Club:

Room	Seated <u>Meals</u>	Reception <u>Only</u>	Classroom/ <u>Meeting</u>	Theater/
Chiefs Room	100	125	70	150
Hampton Room	40	50	30	50
Daedalian Room	40	50	30	50
AFA Room	40	50	30	50
Commanders' Room	60	100	60	100
Enlisted Room	70	125	N/A	60
Grand Ballroom	280	600	180	300
Chesapeake/Columbus	100	150	80	120
Ches/Col/Dance	150	200	130	200

The Bayview Commonwealth Center:

Virginia Ballroom	420	800	250	500
Virginia Ballroom W/ DF	320	800		
Night Club	100	150		
Tidewater Room	140	200	100	150



HELPFUL PLANNING INFORMATION

Your catering department will assist you in planning your special event. However, the information listed below will help you understand the appropriate amounts needed for your function.

EQUIVALENTS

Bottle of Champagne:	=	8 glasses for toasting
Liter Bottle Wine:	=	5 glasses (4 oz per glass)
Gallon Punch:	=	20 servings (4 oz per glass)
Full Barrel of Beer:	=	180-200 glasses (10 oz per glass)
Qtr. Barrel of Beer:	=	50-75 glasses (10 oz per glass)

HORS D'OEUVRES QUANTITY SUGGESTIONS

Light Hors d'oeuvres:

Usually served in early afternoon or prior to dinner;

Plan 1 to 2 pieces per person plus dips, spreads, fruit or vegetable trays

Medium Hors d'oeuvres:

Usually served mid to late afternoon and considered "bridge" food for the period between lunch and an "after 6" dinner

Plan 3 to 4 pieces per person plus snack foods, chips, and dips

Heavy Hors d'oeuvres:

Usually a lunch substitute and/or a pre-show or light dinner substitute, which includes sliced meats and sandwich items.

Plan 4 to 6 pieces per person plus dips and fruit/cheese/vegetable trays

Meal Substitute Hors d'oeuvres:

Served in lieu of a meal and always includes hot/cold meat items

Plan 10 plus pieces per person

Enclosed in this menu packet are many types of hors d'oeuvres from which to choose. Your catering department will be happy to recommend items that compliment each other for a tasteful event.

