

Augusta Elks Lodge

No. 964

Meeting and Banquet Facility
Rental Guidelines and Menu



397 Civic Center Drive
Augusta Maine 04330
207 623-9623 207 623-3367

Food & Beverage Policies, Procedures and Reservations

1. Reservations for meetings, meal functions, rentals, etc. can be arranged by calling the Business Manager at the Augusta Elks Lodge.

All food and beverages items will be provided by the Elks Lodge. THE LESSEE WILL NOT BE ALLOWED TO TAKE ANY FOOD OR BEVERAGE ITEMS WHICH ARE NOT CONSUMED BY THOSE IN ATTENDANCE. The specified items remain the property of the Elks Lodge even if the Lessee did not reach the guarantee. All Prices are subject to change.

GUARANTEES

2. Seven (7) business days prior to a function, a guaranteed number of persons in attendance must be submitted.
3. If a meal is served, the banquet hall rental will be 50% of the normal room charge provided 50 or more people are in attendance. (Functions choosing from the Hors D'oeuvres listing are not considered a meal function.) Lessees are billed Maine Sales Tax and an 18% service charge.
4. Linen table covers and napkins are an optional cost @ \$4.00 per table cover and \$.50 per napkin.
5. The Lessee must notify the Business Manager three (3) working days prior to the scheduled function of any cancellations to avoid being charged for previously arranged services.
6. **The Elks Lodge has a Maine State Liquor License, which prohibits alcoholic beverages being brought onto the premises. A cash or open bar will be provided by the Elks Lodge. Function will be shut down if this rule is broken.**
7. Payment for food and beverage functions and banquet hall rentals will be made in full the day before the event, unless otherwise agreed upon in advance.
8. A Two hundred and Fifty dollar (\$250.00) nonrefundable deposit is required on all weddings and certain other events.
9. Police security is required on all wedding receptions, class reunions and hall rentals. The lessee is responsible for this charge.

RENTAL RATE

10. Room Rental for the Banquet Hall is \$300.00 for the whole room and \$200.00 for ½ room. Use of the Banquet Hall for the Whole Day is \$500.00 for the whole room and \$350.00 for ½ room. This rate can be 50% off if a meal is served.

Above prices include table and chair setup, lights, heat and/or air conditioning. Equipment rental rates are optional and available upon request.

The following can also be provided:

1. Head table for the bridal party.
(skirting for the head table, cake, gift and guest book can be rented for \$35.00)
2. Serving of the head table when choosing a buffet
3. Wedding cake can be sliced and served after the first has been cut-must provide napkins or plates
4. Cash or open bar (\$250.00 minimum). The Elks Lodge reserves the right to close the bar for lack of business or excessive drinking by members of the party being served.
5. Extra tables beyond the guarantee will be charged a \$15.00 setup fee per table.

Banquet Buffets

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| 1. Assorted Bulky Rolls with Sliced Turkey Breast and Black Forest Ham, Lettuce, Tomatoes, Onions, Assortment of Sliced Cheeses, Pasta Salad or Potato Salad, Cole Slaw or Tossed Garden Salad, Relish Tray, Coffee or Tea | \$10.75 |
| Add Sliced Roast Beef | \$11.75 |
| 2. Assorted Finger Rolls (Chicken, Egg and Ham) Pasta Salad or Potato Salad, Cole Slaw or Tossed Garden Salad, Relish Tray, Deviled Eggs, Individual Bagged Potato Chips, Coffee or Tea | \$11.50 |
| 3. Pineapple Rosemary Glazed or Traditional Roast Pork Loin w/Gravy, Choice of Potato, Choice of Hot Vegetable, Choice of Tossed Garden or Caesar Salad, Pasta Salad, Cole Slaw, Fresh Baked Rolls and Butter, Coffee or Tea | \$12.50 |
| 4. Oven Roasted Turkey Breast with our Apple & Cranberry Stuffing, Choice of Potato, Choice of Hot Vegetable, Cranberry Sauce Extraordinaire, Coleslaw, Gravy, Fresh Baked Rolls and Butter, Coffee or Tea | \$12.50 |
| 5. Vegetable or Meat Lasagna and 3 Cheese Manicotti, Tossed or Caesar Salad, Cole Slaw, Fresh Baked Italian Bread and Butter, Coffee or Tea | \$12.95 |
| 6. Fresh Orange Glazed or Pineapple & Brown Sugar Baked Black Forest Ham, Choice of Potato, Choice of Hot Vegetable, Choice of Tossed Garden or Caesar Salad, Cole Slaw, Pasta Salad, Fresh Baked Rolls and Butter, Coffee or Tea | \$12.50 |
| 7. Fire Grilled Chicken Breast with Our Signature Peach Salsa, Choice of Potato, Choice of Hot Vegetable, Choice of Tossed Garden or Caesar Salad, Cole Slaw, Pasta Salad, Fresh Baked Rolls and Butter, Coffee or Tea | \$12.50 |
| 8. Chicken & Broccoli Alfredo with a Rich and Creamy Sauce, Served with Linguine or Penne Pasta, Choice of Hot Vegetable, Choice of Tossed Garden or Caesar Salad, Cole Slaw, Fresh Baked Rolls and Butter, Coffee or Tea | \$12.95 |
| 9. Pineapple & Brown Sugar or Fresh Orange Glazed Baked Black Forest Ham and Meat or Vegetable Lasagna, Choice of Potato, Choice of Hot Vegetable, Choice of Tossed Garden or Caesar Salad, Pasta Salad, Cole Slaw, Fresh Baked Rolls and Butter, Coffee or Tea | \$13.95 |
| 10. Baked Fresh Haddock with a Rich Delicate Topping, with Choice of Vegetable or Meat Lasagna or Baked Ham, Choice of Potato, Choice of Hot Vegetable, Choice of Tossed Garden or Caesar Salad, Cole Slaw, Pasta Salad, Fresh Baked Rolls and Butter, Coffee or Tea | \$15.95 |
| 11. Prime Rib Roast and Baked Fresh Haddock with a Choice of Vegetable or Meat Lasagna or Baked Ham, Choice of Potato, Choice of Hot Vegetable, Choice of Tossed Garden or Caesar Salad, Pasta Salad, Cole Slaw, Fresh Baked Rolls and Butter, Coffee or Tea | \$24.95 |
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- Potato or Rice Choices: Creamy Mashed, Garlic Parmesan Mashed, Baked or Long Grain Wild Rice
 - Hot Vegetable Choices: Buttered Baby Carrots, Buttered Corn, Herbed Corn, Green Beans, Sweet Peas or Mixed Vegetables
 - Salad Dressing Choices: French, Ranch, Thousand Island or Italian

Complete Dinners

Baked Haddock – with our own rich delicate topping	\$15.95
Baked Lasagna – meat or vegetable	\$12.95
Fire Grilled Chicken – Topped with our signature peach salsa	\$12.95
Baked Ham -pineapple & brown sugar or fresh orange glazed	\$12.95
Prime Rib Roast – a hearty cut of beef cooked to perfection	\$24.95
Roast Turkey -with our apple and cranberry stuffing	\$12.95
A Taste of Maine – steamed 1-1 ¼ lb. Maine lobster, clam chowder and fresh baked apple crisp	Market Price

The above dinners are served with your choice of:

Creamy Mashed, Garlic Parmesan Mashed, Baked Potato or Long Grain Wild Rice
Buttered Baby Carrots, Buttered Corn, Herbed Corn, Green Beans, Sweet Peas or Mixed Vegetables
Tossed Garden or Caesar Salad
Fresh Baked Rolls and Butter
Coffee or Tea

Luncheons

1. Homemade Chowder or Soup, Sliced Turkey Breast and Black Forest Ham, Lettuce, Onion, Tomatoes, Assorted Fine Cheeses, Bread, Pickles, Coffee or Tea \$9.95
2. Entrée choice of (Roast Pork, Chicken or Ham) Mashed Potato, Hot Vegetable or Salad, Rolls and Butter, Light Dessert, Coffee or Tea \$9.95
3. Sliced Turkey Breast and Black Forest Ham, Lettuce, Onion, Tomatoes, Assorted Fine Cheeses, Assorted Breads, Pasta Salad, Cole Slaw, Pickles, Coffee or Tea \$9.95
4. Homemade Chowder or Soup, Choice of Salad (Caesar or Garden), Fresh Baked Rolls and Butter, Coffee or Tea \$8.95

Soups & Chowders

(All our Soups & Chowders are Homemade)

Corn Chowder -Hearty and Delicious	\$2.50
Cream of Broccoli -Rich, creamy and full of broccoli	\$2.50
Chicken Rice, Chicken Noodle or Chicken Stew - All homemade and a tough choice	\$2.50
Zuppa Toscana -An all time crowd favorite	\$3.00
Fish Chowder -Fresh Fish, Real Cream, Real Butter, Real Good	\$3.75
Clam Chowder -A New England Tradition	\$3.75
Vegetable Soup -Loaded with a variety of fresh vegetables	\$2.75
Lobster Stew or Seafood Chowder	Market Price

Soups & Chowders are priced per cup

Breakfast

1. Assortment of Danishes, Fresh Muffins and Donuts, Juice, Coffee or Tea	\$6.25
2. Scrambled Eggs, Home Fries, Bacon, Sausage, Assortment of Fresh Muffins and Danishes, Coffee or Tea	\$9.50
3. Vanilla Yogurt with a Variety of Fresh Cut Fruit and Homemade Granola Coffee or Tea	\$7.50
Regular or Decaffeinated Coffee (50-60 cups) per urn	\$45.00
Tea	\$.95
Assorted Bagels with Cream Cheese per bagel	\$3.00
Variety of Fruit Juice (Orange, Cranberry Pomegranate, Apple) per pitcher	\$8.00

Homemade Desserts

Bavarian Cream Cake	\$2.75
Delicate Chocolate Roll filled with Raspberry or Mixed Berry & Cream Filling	\$2.00
Fresh Baked Assorted Pies	\$2.25
Cheese Cake with Assorted Fruit Topping	\$3.75
Chocolate Layered Cake with Whipped or Peanut Butter Frosting	\$2.25
Fresh Baked Assorted Cookies	\$.85
Fresh Baked Super Moist Chocolate Brownies	\$1.25
Layered Pumpkin Cake with Cream Cheese Filling	\$2.75

Hors D'oeuvres

Stuffed Deviled Eggs	\$65.00
Cheese Tray With assorted cheeses heavily garnished with fresh fruit and crackers	\$85.00
Vegetable Assortment with Ranch Dressing Assortment of fresh cut crisp vegetables with ranch dressing	\$75.00
Shrimp Cocktail Iced, excellently presented and served with homemade cocktail sauce and garnished with lemon wedges	Market Price
Smoked Salmon Appetizer Smoked salmon assortment served with a creamy lemon and dill spread on Toast Points and topped with fresh dill	\$110.00
Antipasto Skewers Marinated mozzarella balls, olives, salami & tomato drizzled with olive oil	\$110.00
Our Signature Peach Salsa and Corn Tortillas Loads of Addicting Sweet & mild peach salsa served with corn tortillas	\$65.00
Chip and Dip Bowls Bowls of plain and ruffled chips and a variety of homemade dips	\$45.00
Fresh Fruit Skewers Seasonal Fruit Skewers Displayed on Large Melons for Exceptional Presentation	\$95.00
BLT Sliders Bacon, lettuce & Tomato on a homemade slider bun	\$145.00

Hot Hors D'oeuvres
(per 100 items)

Sweet and Sour Meatballs - Fresh Baked Hand Rolled Meatballs	\$75.00
Baked Stuffed Mushrooms - Over stuffed and topped with melted cheese	\$85.00
Fire Grilled Chicken with our Signature Peach Salsa Fire Grilled chicken served with sweet & mild peach salsa	\$85.00
Spinach Artichoke Dip with Fresh Baked Baguett Slices or Assorted Fine Crackers	\$85.00
Buffalo Chicken Wings Served with celery and blue cheese dressing	\$95.00
Chicken Fingers Served with our own sweet and tangy sauce	\$95.00
Shrimp Skewers Garlic butter and fresh herbs	Market Price

Augusta Lodge of Elks #964
Terms and Conditions

1. Cancellation is required no later than three (3) working days prior to a function. Cancellations not received in a timely manner are subject to charges of up to 50% of the minimum guarantee.
2. No function will be permitted to run over the time specified without prior approval of the Business Manager.
3. No food and/or beverage, other than those proved by the Augusta Elks Lodge may be brought into the premises. No food or beverages are permitted to leave the premises.
4. The lessee will be responsible for any loss or damage to the building, equipment, decorations or fixtures damaged during the function due to the activities of their guests.
5. Scotch or Masking Tape may not be used on equipment, walls or the ceiling. Electrical equipment or extension cords may not be used without prior approval of the Augusta Elks Lodge.
6. If alcoholic beverages are being served, the State minimum age of 21 must be observed. We reserve the right to refuse service for reasons deemed to be in our best interest.
7. Last call will be given 30 minutes prior to the end of the function.
8. The Augusta Elks Lodge may require a security officer to be present at certain functions where liquor is served and pass this charge onto the lessee.
9. This contract is void if it cannot be performed because of government regulations, accidents, labor disputes and uncontrollable circumstances.
10. The Augusta Elks Lodge has a private Liquor License; therefore, you must restrict your party to your guests only. Any attempt to include the general public by advertisement will mean that we will be forced to close the bar down and/or cancel the function. All expenses incurred up to the time of the cancellation will be the responsibility of the lessee.
11. No alcoholic beverages may be brought into our facility or leave the facility. This is a violation of State liquor laws and our license.