



## ***2017 BANQUET & EVENT INFORMATION***

**2425 S.E. Bybee Blvd. Portland, OR 97202**

**Andrea Wilson**

**Event Coordinator**

**(503) 775-2900 or (503) 358-3352 direct**

**Email: [emgcevents@comcast.net](mailto:emgcevents@comcast.net)**

Dear Valued Guest,

Thank you for considering Eastmoreland for your event. I look forward to meeting you and talking with you about your event and showing you how we can make your vision come to life. With great views of the tenth fairway our banquet space hosts a comfortable elegance that will allow you and your guests to relax and enjoy. Whether you are hosting a corporate meeting, class reunion, golf tournament, your wedding, or any other occasion, my staff and I are here to make every step easy for you. Think of working with people who take your vision, make it a reality and all you have to do the day of the event is show up and not worry about any of the details.

Located minutes from downtown Portland, we are nestled in the Eastmoreland community. Benefits of being so close to Portland are the ease to get to us, the beautiful scenery and the complimentary parking. You'll feel like you've escaped to a faraway destination.

Please come down and pay us a visit so we can discuss your event. I recommend calling ahead of time to ensure our space is open for viewing and I am available to meet with you.

Sincerely,

Andrea Wilson  
Event Coordinator



#### PRICING AND POLICIES

1. Final menu selection must be submitted no later than two weeks prior to event.
2. Confirmation of number of people and **balance due no less than 72 hours prior to the event**. Failure to pay by the due date will cancel your reservation. There is a **20%** service charge added to all hosted food and beverage. Groups not paying in accordance with this policy will be cancelled.
3. Deposit amount of **\$500 is mandatory and non-refundable**. Failure to return the deposit and signed contract by the deposit due date will cancel your reservation. 100% of the deposit is applied towards the final bill.
4. For **EVENTS ending prior to 4 pm** there will not be a room charge with minimum hosted food and beverage purchase. There will be a minimum hosted food and beverage purchase of \$500 for one room for up to 3 hours. For two rooms there will be a minimum hosted food and beverage purchase of \$1,000 for up to 3 hours. For groups not meeting a minimum hosted food and beverage purchase the difference will be charged in a room fee to equal the minimum amount of \$500 per room. Additional hours will be charged at **\$150 per room per hour**.
5. For **EVENTS ending after 4 pm** there will not be a room charge with minimum hosted food and beverage purchase. There will be a minimum hosted food and beverage purchase of \$1000 for one room for up to 3 hours. For two rooms there will be a minimum hosted food and beverage purchase of \$2000 for up to 3 hours. For groups that do not meet the minimum food purchase the difference will be charged in a room fee to equal the minimum amount of \$1000 per room. Additional hours will be charged at **\$150 per room per hour**.
6. For groups wanting to rent either or both banquet rooms without purchasing food and beverage, the rental per hour is \$150 for one room and \$300 per hour for two rooms.
7. The above food minimums include buffet or plated service, room set-up and clean-up, and black table linens with black linen napkins. Other linen colors are available for an additional rental fee.
8. **No balloons or wax candles are allowed in the facility**. We do provide oil candles and mirrors upon request. LED candles are allowed.
9. Only food and beverage purchased from Eastmoreland Bar & Grill allowed on premises. Any cakes such as wedding, birthday, etc., must be provided by a licensed commercial bakery. A cake cutting fee of \$1.50 per person will be added for all cakes brought into Eastmoreland Golf Course.
10. The fee for an outdoor wedding ceremony is \$1,500, which includes set-up, clean-up, the rental of 100 chairs, and use of the space for an additional 1.5 hours. Any time remaining from the 1.5 hours allotted to the ceremony may be added to the length of the reception at no additional charge. Additional chairs may be rented for an added fee.
11. The fee for an indoor wedding ceremony begins at \$1,000, and varies depending upon number of guests and complexity of set-up. The fee includes set-up, clean-up, chairs for all guests, and use of the space for an additional 1.5 hours. Any time remaining from the 1.5 hours allotted to the ceremony may be added to the length of the reception at no additional charge.
12. Organizations/contract holder will be held responsible for any damage caused by their guests.

**Please see the following pages for a listing of standard menu choices; customized menus or specific individual items may be added upon request**

All pricing and policies are subject to change. (2/17)



## ***BANQUET & EVENT INFORMATION***

### **Continental Breakfast Buffet \$8.95 per person**

Assorted Pastries  
Assorted Juices & Coffee

### **Corporate Breakfast Buffet \$12.95 per person**

Scrambled Eggs  
Assorted Pastries  
Fresh Fruit  
Assorted Juices & Coffee

### **Executive Breakfast Buffet \$17.95 per person**

Assorted Pastries  
Scrambled Eggs  
Bacon & Sausage  
French Toast with Maple Syrup  
Country Potatoes  
Fresh Fruit  
Assorted Juices & Coffee



### **Sandwich Buffet \$16.95 per person**

Deli Tray of Ham, Turkey,  
Swiss & Cheddar  
Condiment Tray, Breads & Rolls  
Choice of two: Green Salad, Pasta Salad or Potato Salad  
Coffee, Hot Tea, Ice Tea, Lemonade, Fountain Sodas, & Ice Water  
Dessert Cookies and Brownies

### **Chicken Barbecue Buffet \$23.95 per person**

Quarter Chicken with Honey BBQ Sauce  
Potato Salad  
Green Salad & Baked Beans  
Fresh Fruit  
Bread Basket  
Coffee, Hot Tea, Ice Tea, Lemonade, Fountain Sodas, & Ice Water  
Dessert Cookies and Brownies

### **Steak Barbecue Buffet \$25.95 per person**

Top Sirloin with Mesquite BBQ Sauce  
Potato Salad  
Green Salad & Baked Beans  
Fresh Fruit  
Bread Basket  
Coffee, Hot Tea, Ice Tea, Lemonade, Fountain Sodas, & Ice Water  
Dessert Cookies and Brownies

### **Steak & Chicken Barbecue Buffet \$32.95 per person**

Top Sirloin with Mesquite BBQ Sauce and Quarter Chicken with Honey BBQ Sauce  
Potato Salad  
Green Salad & Baked Beans  
Fresh Fruit  
Bread Basket  
Coffee, Hot Tea, Ice Tea, Lemonade, Fountain Sodas, & Ice Water  
Dessert Cookies and Brownies



**1/4 lb Hot Dog Barbecue Buffet \$15.95 per person**

**Sausage Dog & Beef Dog**

Condiment Tray

Choice of two: Green Salad, Pasta Salad, or Potato Salad

Coffee, Hot Tea, Ice Tea, Lemonade, Fountain Sodas, & Ice Water

Dessert Cookies and Brownies

**Hamburger Barbecue Buffet \$17.95 per person**

1/3 Pound Hamburger

Condiment Tray, Swiss & Cheddar

Choice of two: Green Salad, Pasta Salad, Baked Beans or Potato Salad

Coffee, Hot Tea, Ice Tea, Lemonade, Fountain Sodas, & Ice Water

Dessert Cookies and Brownies

**Chicken Barbecue Buffet \$18.95 per person**

BBQ Chicken Breast Sandwich or 1/3 Pound Hamburger

Condiment Tray, Swiss & Cheddar

Choice of two: Green Salad, Pasta Salad, Baked Beans or Potato Salad

Coffee, Hot Tea, Ice Tea, Lemonade, Fountain Sodas, & Ice Water

Dessert Cookies and Brownies

**Chicken, Hamburger & Hot Dog Barbecue Buffet \$23.95 per person**

BBQ Chicken Breast Sandwich, 1/3 Pound Hamburger & 1/4 Pound Hot Dog

Condiment Tray, Swiss & Cheddar

Choice of two: Green Salad, Pasta Salad, Baked Beans or Potato Salad

Coffee, Hot Tea, Ice Tea, Lemonade, Fountain Sodas, & Ice Water

Dessert Cookies and Brownies



**Pasta Buffet \$16.95 per person**

Fettuccini Alfredo & Spaghetti & Meat Sauce  
Green Salad  
Garlic Bread

Coffee, Hot Tea, Ice Tea, Lemonade, Fountain Sodas, & Ice Water

**Italian Buffet \$23.95 per person**

Lasagna & Chicken Marsala  
Caesar Salad  
Sautéed Vegetables  
Garlic Bread

Coffee, Hot Tea, Ice Tea, Lemonade, Fountain Sodas, & Ice Water  
Assorted Dessert Miniatures



**Basic Appetizer Buffet \$12.95 per person**

Choose one appetizer item\*

Vegetable Platter with Dip

Fresh Fruit

Coffee, Hot Tea, Ice Tea, Lemonade, Fountain Sodas, & Ice Water

**Standard Appetizer Buffet \$15.95 per person**

Choose one appetizer item\*

Pasta Salad

Vegetable Platter with Dip

Fresh Fruit

Coffee, Hot Tea, Ice Tea, Lemonade, Fountain Sodas, & Ice Water

**Corporate Appetizer Buffet \$19.95 per person**

Choose two appetizer items\*

Pasta Salad

Vegetable Platter with Dip

Fresh Fruit

Coffee, Hot Tea, Ice Tea, Lemonade, Fountain Soda, & Ice Water

**Premium Appetizer Buffet \$23.95 per person**

Choose three appetizer items\*

Pasta Salad

Vegetable Platter with Dip

Fresh Fruit

Coffee, Hot Tea, Ice Tea, Lemonade, Fountain Soda, & Ice Water

Assorted Dessert Miniatures

\*Please see next page for a listing of our most popular appetizer items



## Appetizer list...

### *Italian Meatballs*

With a teriyaki sauce, sweet & sour sauce barbeque or a marinara sauce

### *Chicken Skewers*

With a teriyaki sauce, peanut sauce, or barbeque sauce

### *Buffalo Chicken Wings (With Bone or Boneless)*

With a blue cheese dipping sauce

### *Pulled Pork Sliders*

Slow cooked BBQ Pork piled on a slider bun

### *Cheese Platter*

With assorted cheese and crackers

### *Stuffed Mushrooms*

### *Hummus with Crostini*

### *Pinwheels Mixed*

Choose sun-dried tomatoes, olives & cream cheese

Deviled ham

Egg salad & olives

Chicken salad with grapes

### *Crostini*

Topped with caramelized onions, artichoke & Parmesan

### *Meat Platter*

Turkey, ham & thinly sliced beef

### *Mini Quiche*

### *Spanikopita*





*All Dinners Include*

Served with salad, seasoned potato, fresh vegetable, garlic bread & dessert.  
Coffee, hot tea, ice tea, lemonade, & fountain sodas included.

*Buffets*

Roasted Chicken With Apricot Sauce \$28.95

Pork Loin With Apple and Cranberry Sauce \$28.95

Steak with Mushroom Cabernet \$30.95

Steak with Mushroom Cabernet & Salmon with Dill Sauce \$36.95

*Buffets with Carving Station*

Honey Glazed Ham Carving Station \$30.95

Baked Turkey Breast With Cranberry Chutney \$30.95

Prime Rib Carving Station \$33.95

*Plated Dinners each guest has a choice of*

Roasted Chicken with Apricot Glaze, Salmon with Dill Sauce  
or Vegetarian Fettuccini Alfredo \$36.95

Pepper Crusted Prime Rib, Grilled Halibut with Tequila Lime Salsa  
or Vegetarian Fettuccini Alfredo \$39.95



## Beverage List

Coffee, Tea, Ice Tea, Lemonade, & Fountain Sodas \$2.50 per person

Full bar is available

Kegs of Domestic  
Kegs of Micro Brew

Wines \$17 - \$35 per bottle  
Champagne \$20-\$30 per bottle

We are happy to special order a beverage for your event if you do not see it on the list.

We are happy to create a customized menu or special order food items to fit your groups' preferences.

All food and beverage must come through our facility with the exception of a cake, which must be commercially prepared.