

Rockefeller's Grille

Restaurant Information
412-777-9600
1833 McKees Rocks Road
McKees Rocks, PA 15136



Nicole Smith
412-403-3317
Event Coordinator
By appointment only

Banquet Contract, Luncheon Menus, and Details

“The Room at Rockefeller’s” entertains parties as intimate as 40 and as large as 170 guests, depending on event style. A minimum of 40 people is required to reserve the banquet room. If your final count proves less than 40 guests, you will be charged for our minimum requirement of 40 people. There will be **NO EXCEPTIONS**.

Deposit

A deposit of \$250 and signed Event confirmation form are required to hold any event date and must be received no later than 15 days after the event date is scheduled.

Cash, check or credit card is acceptable for deposit payment.

The full amount of the deposit may be refunded up to 60 days prior to your scheduled event. Half of the deposit may be refunded for cancellations 30-59 days prior to the event. Under 30 days, there will be **NO REFUND**.

If booking the room less than 60 days prior, the above refund amounts and timelines still apply.

Please note that this deposit is **NOT** payment for use of the facility and will be deducted from your bill at the time of final payment.

Event Time

The banquet facility may be occupied up to 3 hours without charge. There is a minimum charge of \$100 per additional hour, plus gratuity, and must be agreed upon before the start of the event.

Event start times Sunday through Friday are determined by the hosting party. Event start times on Saturday are preset to allow 2 events per day.

Please understand that the Banquet Facility may be booked by another party before or after your event, in order to accommodate all parties, please be mindful of your arrival and departure times.

Pricing

All pricing is determined by menu, bar packages and guest count, with consideration of special requests and/or additions.

Final menu is due no later than 14 days prior to event date. Final head count is required no later than 10 days prior to event date. The final head count is the number you will automatically be charged for. This number may increase for additional guests, but will never decrease for guests that do not attend.

Billing

Final payment is due at the conclusion of your function. The \$250 Event Deposit will be deducted from this itemized bill. The final bill is calculated using the final head count. There will be a 7% Sales Tax on food and non-alcoholic beverages, a 7% Sales Tax on alcohol and a service gratuity (rates vary) on all food and beverages. All weddings are automatically 20% gratuity regardless of menu. The full amount of deposit will be deducted after all totals are calculated. Cash, check or credit card is acceptable for final payment.

Food

All food items, with exception of dessert (see below), must be purchased through Rockefeller's. Remaining food at the completion of the event becomes property of the hosting party. Food prepared and/or purchased from Rockefeller's will be wrapped in one container for the host. Take-out containers and/or cake boxes are not provided by Rockefeller's. Please provide containers for your guests and remaining desserts. Rockefeller's can supply take-out containers for an additional fee of \$15.00.

The hosting party is welcome to provide their own cake, cookies and other dessert items. Fresh fruit and fruit salad are not permitted to be brought in and must be provided by Rockefeller's. Use of china and silverware are available for all desserts. To have the staff tray desserts there is a fee of \$30. Cakes may be cut and plated by our staff (served for sit-down style) at no additional charge. Rockefeller's offers a limited dessert menu at additional charge.

Note: Dessert items are the only outside food permitted and restrictions apply.

Chocolate Fountains

Chocolate fountains are permitted, but are not the responsibility of our staff. The hosting party is responsible for all setup, maintenance and cleanup of this equipment. When using a chocolate fountain you must provide paper/plastic plates and skewers, use of our china is not available for this item. Pre-melted chocolate is recommended. Certain outside food items are permitted for use with the chocolate fountains, however, restrictions do apply.

Pretzels and Chips

These items must be purchased by Rockefeller's at a charge of \$4.00 per basket will apply.

Linen

Every event has full use of linen. All tables are covered with white linen, including the accessory and buffet tables which are finished with a burgundy skirt. We provide a limited selection of specialized napkin colors, free of charge and available upon request.

Alcohol

Due to Pennsylvania Liquor Control Board laws ALL alcohol must be purchased through "The Room at Rockefeller's" and is restricted to the banquet facility. Drink service will not be provided from the main restaurant bar. Alcohol is not permitted to leave the building, including the outside designated smoking area.

All persons consuming alcohol on site must be 21 years of age with valid identification. No alcohol will be served to anyone without proper identification, no matter their age. We reserve the right to refuse service to any individual who appears to be intoxicated, not of legal age, unable to provide proof of age or is providing alcohol to anyone who appears intoxicated or is not of legal age.

Entertainment

“The Room at Rockefeller’s” provides XM Satellite Radio with an extensive variety of music selections, as well as a five-disc c.d. player to be used with your own c.d.’s (all c.d.’s must be set to play randomly or continuously). These items, as well as, a microphone and podium are provided at no additional cost. Fees do apply for use of our overhead projector/television (computer not included).

A dance floor can be rented for \$150.00.

Projection screens, table-top projectors, computers, D.J. service, live entertainment, etc. are not provided by the banquet facility. The hosting party is welcome to provide all of these with consideration to appropriateness and space. Projector can be rented for \$25.

Decorations

Hosting parties are welcome to decorate the banquet facility. Access to the room is 1 hour before the scheduled start time, unless otherwise agreed upon. Arrangements can be made to store decorations the day before the event. If necessary, due to time constraints, decorations may be delivered and arranged by staff, with proper instruction and decorating fee.

“The Room at Rockefeller’s” does not provide centerpieces or decoration for any event.

The following decorations are NOT PERMITTED:

- * Tacks, staples, etc. to hang wall decorations or table decorations.**
- * Open flames, all candles must be protected by glass or suitable substitute.**
- * Confetti, or anything similar. If used, deposit will be forfeited.**

Damage

Any damage that occurs during the event will become the responsibility of the hosting party. You may choose to have a brief inspection of the banquet facility prior to your function, please make arrangements with management.

Entrance and Parking

Please notify your guests that the entrance to the banquet facility is located on the side of the main restaurant building. Parking is available in the rear and/or front parking lots. Handicap parking is available in the front lot and a handicap accessible drop-off site is located at the side entrance with an overhang for inclement weather.

Driving Directions are available on our website, www.rockefellersgrille.com

Location and Contact Information

This information is provided for your reference and to be distributed to any guests, vendors, or entertainers that you may be hosting or facilitating for your event. Entrance to facility is on side of building. Parking available in front or behind the main building.

**1833 McKees Rocks Road
McKees Rocks, PA 15136
412-777-9600**

**Nicole Smith, Event Coordinator
412-403-3317
Nicole.rockefellers@live.com**

Thank you for choosing our facility!

Traditional Buffet Pricing



One Entrée Package \$16.95
Two Entrée Package \$19.95
Three Entrée Package \$22.95

Traditional buffets include fresh rolls, butter, vegetable or potato, salad and pasta,

3 hour room usage, use of linen, non-alcoholic beverages, cake cutting, cake plating, and coffee buffet.

Salad, coffee, and cake service at table:
\$.50 per guest per service

Add an additional Salad, Vegetable or Pasta \$1.95 per guest.

Luncheon Buffet Pricing



One Sandwich Platter Package \$14.95
Two Sandwich Platter Package \$16.95
Three Sandwich Platter Package \$18.95

All lunch buffets include fresh rolls, butter, 1 pasta and 1 salad, 3 hour room usage, specialty linen, non-alcoholic beverages, and coffee buffet.

Add an additional Salad, Vegetable or Pasta \$1.95 per guest.

Tax and Gratuity

All buffet package cost is determined before
7% sales tax and 18% service gratuity.
This total is calculated and presented
at the time of the final bill.

Buffet Menu



Traditional Buffet Packages

Choose your entree selection(s) from the following:

Chicken Selections:

Breaded Boneless Chicken Medallions

Chicken Romano

Chicken Marsala

Chicken Parmigiana

Stuffed Chicken

Grilled Chicken with roasted red peppers and provolone

Seafood Selections:

Baked Scrod

English Cod

Pork Selections:

Glazed Ham

Hot Sausage with peppers & onions

Beef Selections:

Beef Tenderloin with mushrooms in au jus

Italian Meatballs

Meatloaf

Choose one vegetable or starch selection:

Green Bean Almondine

California Blend

Broccoli

Corn

Glazed Carrots

Parsley Potatoes

Potato Casserole

Scalloped Potatoes

Rice Pilaf

Mashed Potatoes

Choose one pasta selection:

Baked Penne

Penne

Linguini

Fettuccine

served in tomato or
marinara sauce.

Additional specialty
sauces available upon
request for an
additional \$1.45/guest

Choose one salad selection:

Tossed Salad
served with

Ranch and Italian

Caesar Salad

served with

Caesar and Italian

Coleslaw

Fruit Salad

Pasta Salad

Potato Salad

**All buffet packages include fresh rolls with butter,
coffee, hot tea, iced tea, and fountain drinks.**

Buffet Menu



Luncheon Buffet Packages

Choose your entree selection(s) from the following:

Choose your sandwich platter selection(s) from the following:

Croissant Platters:

Chicken Salad

Tuna Salad

Sandwich Rings

Italian

Roast Beef

Turkey

1/2 and 1/2 combination

of any two sandwich ring choices

Build Your Own Deli Platters:

Assorted Meats and Cheeses

Build Your Own Platters include,
lettuce, tomato, onion and condiments.

Cold Sliders (Pick 2):

Chicken Salad

Tuna Salad

Ham and American

Turkey and Provolone

Choose any two selections:

Garden Greens:

Tossed Salad

Caesar Salad

Coleslaw

Specialty Salads:

Fruit Salad

Pasta Salad

Potato Salad

Pasta:

Ziti

Baked Ziti

**All buffet packages include fresh rolls with butter,
coffee, hot tea, iced tea, and fountain drinks.**

Nicole Smith, Event Coordinator, 412-403-3317, Nicole.Rockefellers@live.com



Breakfast Buffet & Pricing



Includes all of the following:

Scrambled Eggs

French Toast

Glazed Ham

Home Fries

Bacon

Sausage

Donuts

Regular & Decaffeinated Coffee

Regular & Decaffeinated Hot Tea

Orange Juice & Cranberry Juice

\$15.95 per person.

Add a Mimosa Punch for an additional

\$2.25 per person over the age of 21.

Breakfast buffet is a minimum of 40 guests.

3 hour room rentals for all luncheons.

Buffet price is determined before 7% sales tax and 18% service gratuity.

This total is calculated and presented

at the time of the final bill.

Host must pay for minimum of 40 guests.



Nicole Smith, Event Coordinator, 412-403-3317, Nicole.Rockefellers@live.com

Sit-Down Luncheon Menu & Pricing



Luncheon Selections are Pre-order Only

Entrée selections are limited to 3 per event.

SALADS:

Grilled Chicken Salad	\$12.25
Grilled Steak Salad	\$13.50
Grilled Chicken Caesar Salad	\$13.50
Char-Grilled Salmon Salad	\$13.50
Portabella Salad	\$13.50

Add wedding soup or fruit cup to any salad selection for \$2.50 more/person.

SANDWICHES/WRAPS:

1/2 Reuben w/ French Fries	\$10.95
Chicken Salad on Croissant w/ French Fries	\$11.95
Cheese Burger w/ French Fries	\$11.95
Portabella Sandwich w/French Fries	\$11.95
Grilled Buffalo Chicken Wrap w/ French Fries	\$12.95
Chicken Caesar Wrap w/ French Fries	\$12.95

Add wedding soup or fruit cup to any sandwich selection for \$2.50 more/person.

Add a tossed salad to any sandwich selection for \$3.00 more/person.

Sit-down luncheons are limited to 3 options only.

3 hour room rentals for all luncheons.

Sit-down luncheon cost is determined before

7% sales tax and 20% service gratuity

This total is calculated and presented

at the time of the final bill.

Host must pay for minimum of 40 meals.

Wine & Spirit Pricing



Consumption/Cash Bar Options

Beer and Wine Pricing

Wine (all selections) \$5.00 per glass
Domestic Bottled Beer \$4.00 per bottle
Craft/Import Bottled Beer \$5.00 per bottle
Mimosas \$4.00 per glass

Mimosa Bar

Minimum of 1 per person
\$4.50/mimosa

Mixers: pineapple, pomegranate, and orange juice
Fruits: pineapple, strawberries, blueberries, oranges

Signature Drink

Available upon request.
Depending on drink design pricing between \$5-\$6

Consumption bar pricing is determined by consumption amount, gratuity, and sales tax.

Total amount will be added to final bill.

Host must choose liquor package available or beer and wine only.

Cash bar allows guests to pay per drink at the time of service.

There is a cash only register, but guest
may leave a credit card and run a tab.

There are no additional fees for bar staff, service or gratuity.

Event Confirmation



Please complete this confirmation page and return it with your Reservation Fee. The Reservation Fee must be received no later than 15 days from the booking date and the completion of the Event Confirmation is necessary no later than 30 days from your booking date.

This represents that I have read, understand, and agree to, all of the terms and conditions detailed in the "The Room at Rockefeller's" Banquet Contract.

With this agreement, I am sending a reservation fee in the amount of \$250.00 to reserve the date of my event.

I understand that if my deposit is not received within 15 days of booking, and alternate arrangements have not been made, cancellation of my event may occur.

	Signature	Date
Event Date/Time	<input type="text"/>	<input type="text"/>
Event Type	<input type="text"/>	<input type="text"/>
Contact Name & Number	<input type="text"/>	<input type="text"/>
Contact Address	<input type="text"/>	<input type="text"/>
Email	<input type="text"/>	<input type="text"/>

Amount Enclosed	Payment Type
-----------------	--------------

****Fee may be paid in person, at any time, to a manager at Rockefeller's Grille or mailed to Rockefeller's Grille**

**ATTN: Banquet Deposit
1833 McKees Rocks Road
McKees Rocks, PA 15136**

****Please do not mail cash ****

**If using Credit Card, please call 412.403.3317
or pay in person at Rockefeller's Grille**