

# Addison Oaks

2012

## Hors d'oeuvres

- Choice of 4 (passed before dinner) . . . \$9.95  
Quesadillas (choice of one): Chicken, Cheese, or Black Bean  
Meatballs in a Mushroom Sauce  
Oriental Beef Tips with a Teriyaki Sesame Glaze  
Potstickers  
Spinach & Artichoke Bruschetta, Mushroom Bruschetta, and Fresh Tomato Bruschetta  
Phyllo Cups (choice of one): Brie, Crab, or Spinach and Artichoke  
Antipasto Skewers  
Risotto and Wild Mushroom Fritters  
Mushrooms stuffed with Crabmeat  
Mini Crab Cakes with a Ginger Lime Sauce  
Shrimp Neptune  
Chinese Spring Rolls with a Sweet and Sour Sauce  
Scallops wrapped in Bacon  
Bocconcini (fresh mozzarella with tomato and basil)  
Coconut Chicken with an Orange Curry Sauce  
Glazed Water Chestnuts wrapped in Bacon

\*Baguettes with Sliced Tenderloin and Jamaican Relish

Vegetables & Dip, Bread with Dipping Oil & accompaniments	\$5.50	.....	(\$2.95 add'l with above choice of 4)
Imported Cheese & Fruit Tray and Bread with Dipping Oil.....	\$6.25	.....	(\$3.95 add'l with above choice of 4)
Cheese, Vegetable, & Fruit Tray and Bread with Dipping Oil....	\$7.25	.....	(\$3.95 add'l with above choice of 4)
Mid-Eastern Platter (hummus, tabbouleh, and accompaniments)	\$4.95	.....	(\$2.50 add'l with above choice of 4)
Designer Potato Station with Assorted Toppings .....	\$5.50	.....	(\$2.95 add'l with above choice of 4)
Fresh Antipasto Tray.....	\$6.95	.....	(\$4.25 add'l with above choice of 4)
California Roll Display .....	\$4.95	.....	(\$2.50 add'l with above choice of 4)
Whole Poached Salmon Display .....	\$6.25	.....	(\$3.95 add'l with any hors d'oeuvre)
Cold Shrimp (100 pieces) . . .	\$250.00		
Coconut Shrimp (100 pieces) . . .	\$300.00		

## Appetizers

- Soup du Jour..... \$1.95  
French Onion Soup en Croûte ..... \$2.50  
Pasta Course with focaccia..... \$2.75

## Late Night Snacks

(Based on half of the guaranteed count)

Gourmet Pizza, Sliders, Fiesta Station, or Coney Station...Choice of One: \$3.25 Choice of Two: \$4.25

18% Taxable Service Charge and 6% Sales Tax are additional to the above prices

## Oak Management Corporation

Quality food service since 1974

Addison Oaks (248)693-8305 Glen Oaks (248)626-2600 White Lake Oaks (248)698-1233  
Bay Pointe (248)360-0600 Blossom Heath Inn (586)771-2300 Lyon Oaks (248)437-9200  
Springfield Oaks Red Oaks Waterpark Waterford Oaks Waterpark Groveland Oaks Independence Oaks Lookout Lodge  
Waterford Oaks Springfield Oaks Activity Center Oakland International Airport

[www.oakmanagement.com](http://www.oakmanagement.com)

\*Items may be cooked to your specification.

\*Consuming raw or undercooked meats, poultry, seafood, shellfish, or eggs may increase your risk of foodborne illness.

# Addison Oaks

## Plated Dinner Entrees 2012

ALL DINNERS INCLUDE ONE MAIN ENTRÉE, SALAD, VEGETABLE, AND POTATO CHOICE  
(\$2.00 PER PERSON ADDITIONAL CHARGE FOR SPLIT ENTRÉE, MAXIMUM 2 CHOICES)

Roasted Rolled Pork Loin with Michigan Stuffing .....	\$32.25
with dried cherries, apples, and sage	
Breast of Chicken au Champagne over a Bed of Wild Rice Pilaf.....	\$34.50
with artichoke hearts and mushrooms in a creamy Champagne sauce	
Marinated Chicken Breast over Angel Hair Pasta.....	\$34.50
served with a roasted red pepper marinara	
Chicken Marsala on a Bed of Fettuccine or Orzo Pasta.....	\$34.50
with mushrooms and onions in a Marsala wine sauce	
Chicken Florentine with a Tarragon Cream Sauce.....	\$34.50
stuffed with boursin cheese, fresh spinach, and sun-dried tomatoes	
Chicken Wellington with a Vin Blanc Sauce.....	\$34.50
stuffed with mushrooms, spinach, and artichokes en croûte	
*Chicken Chastleton .....	\$36.75
served with two fantail jumbo shrimp and Béarnaise sauce	
*Roast Prime Rib of Beef au Jus (12 oz) .....	\$37.95
with a side of horseradish sauce	
*Chargrilled Rib-eye.....	\$37.95
with sautéed wild mushrooms	
*New York Strip.....	\$37.95
served with mushrooms and a maître d' butter	
Fresh Salmon Fillet.....	\$37.95
baked and served with a maître d' butter	
*Broiled Filet Mignon (8 oz).....	\$39.95
served with a Bordelaise sauce or a Caesar crust	
Citrus Glazed Chicken and Fresh Salmon Fillet.....	\$39.95
grilled and topped with a pineapple salsa	
*Filet Mignon and Breast of Chicken.....	\$40.25
with a Bordelaise sauce	
*Filet Mignon and Salmon Fillet.....	\$40.50
with a Bordelaise sauce	
*Filet Mignon (6 oz) and Chicken Chastleton .....	\$41.95
Filet of Beef - with a Bordelaise sauce	
Chicken Chastleton - topped with shrimp and Béarnaise sauce	
*Mixed Grill .....	\$42.25
Filet of Beef, Jumbo Shrimp Kabob, and Herb Grilled Chicken	

Assorted Hot Rolls and Butter . . . Coffee, Decaffeinated, Tea and Milk  
(Focaccia, Fresh Croissants or Garlic Bread available: \$ .35 addl.)

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# Addison Oaks

## Buffet Menu 2012

### Three entrée choices:

\$39.75 per person

### Four entrée choices:

\$40.75 per person

- \*Roast Prime Rib of Beef (*carved to order*)
- \*Tenderloin of Beef (*carved to order \$1.95 add'l*)
- Roasted Turkey Breast (*carved to order*)
- Chicken Marsala
- Chicken au Champagne
- Chicken Dijonnaise
- Herb Grilled Chicken with Rice and Roasted Vegetables
- St. Louis Style BBQ Ribs
- Roasted Pork Loin stuffed with Michigan Dressing
- Spiral Cut Honey Glazed Ham (*carved to order*)
- Fresh Herbed Baked Salmon
- Grilled Salmon with a Pineapple Salsa
- Seafood Stuffed Rouladen of Fish with a Vin Blanc Sauce
- Fried Jumbo Shrimp
- Medley of Seafood en Croute
- (Lobster, Shrimp, Crab & Scallops simmered in a Champagne sauce)

*Note: A maximum of 2 carved items per buffet.*

### Plus one pasta choice:

- Lasagna Pinwheel with Bolognese sauce
- Penne with a Roasted Red Pepper Marinara
- Bowtie with Sautéed Mushrooms and Artichokes with Basil Marinara
- Spinach Ravioli with Creamy Pesto or Marinara Sauce
- Vegetable Lasagna Pinwheel
- Rotini with Wild Mushrooms and a White Cheddar Cheese Sauce

### One Fresh Vegetable and One Hot Potato Choice

### All Buffets include a Salad Bar

#### *20 assorted salads including:*

Fresh Garden Salad with an Assortment of Condiments, Asian Slaw, Greek Style Tortellini, Potato Salad, Marinated Mushroom & Onion Salad, Ambrosia Salad, Cucumber & Onion Salad, Beef & Broccoli Salad, Seafood Pasta Salad, Rotini Salad, Marinated Artichoke Salad, Spinach Salad with Strawberries, Bocconcini Salad, Grilled Chicken with Bok Choy, Grilled Marinated Vegetables,

#### *Fresh Fruit Display*

#### *Vegetable Tray including:*

Cauliflower, Broccoli, Celery Sticks, Baby Carrots, Cherry Tomatoes

#### *Cheese Wheels and Cubed Cheeses:*

An Assortment of Imported and Domestic Cheeses

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# Addison Oaks

LUNCHEON PRICES ARE OFFERED ON ALL DAYS EXCEPT SATURDAYS, BETWEEN THE HOURS OF 11:30 AND 5:00.

## Plated Luncheon Entrees 2012

(\$ 2.00 per person additional charge for split entrée, maximum 2 choices)

Lawash Deli Wrap with Homemade Chips & Coleslaw only.....	\$14.75
your choice of ham or turkey with vegetables in a roll-up	
Club Sandwiches with Homemade Chips & Coleslaw only.....	\$14.95
smoked turkey, ham, bacon, lettuce, tomato, on toasted wheat bread	
Chicken Salad with Fresh Fruit*** .....	\$15.95
made with fresh dill, slivered almonds, and mandarin oranges	
Michigan Salad with Grilled Chicken*** .....	\$16.95
mixed greens, dried cherries, candied walnuts, and a raspberry vinaigrette	
Cobb Salad with Grilled Chicken*** .....	\$16.95
mixed greens, bacon, hard boiled egg, tomato, avocado, and bleu cheese	
Asian Chicken Salad with an Orange Ginger Dressing*** .....	\$18.25
oriental mixed greens with chow mein noodles and honey soy nuts	
Spinach Ravioli** .....	\$18.25
served with a roasted red pepper marinara	
Chicken Strudel.....	\$21.75
with leeks, carrots, broccoli, and Swiss cheese in phyllo dough	
Breast of Chicken au Champagne over a Bed of Wild Rice Pilaf (6 oz) .....	\$22.25
with artichoke hearts and mushrooms in a creamy Champagne sauce	
Chicken Florentine with a Tarragon Cream Sauce.....	\$22.25
stuffed with boursin cheese, fresh spinach, and sun-dried tomatoes	
Chicken Wellington with a Vin Blanc Sauce.....	\$22.25
stuffed with mushrooms, spinach, and artichokes en croûte	
Chicken Marsala (6 oz) .....	\$22.25
with mushrooms, onions, in a Marsala wine sauce	
Cornish Game Hen à l'Orange .....	\$22.25
served over wild rice	
Marinated Chicken Breast over Angel Hair Pasta.....	\$22.25
served with a roasted red pepper marinara	
Fresh Salmon Fillet.....	\$23.50
baked and served with a maître d' butter	
*Prime Rib (10 oz) .....	\$25.25
with a side of horseradish sauce	
*Chargrilled Rib-eye.....	\$25.25
with sautéed wild mushrooms	
Citrus Glazed Chicken and Fresh Salmon Fillet.....	\$26.95
grilled and topped with a pineapple salsa	
*Filet Mignon and Grilled Chicken Breast .....	\$28.95
with a Bordelaise sauce	

\*\*To be served with only Salad, Vegetable, and Rolls      \*\*\* To be served with only Rolls and Butter

### **Banquet Luncheons include one choice of salad, vegetable, and potato (unless indicated)**

Assorted Hot Rolls and Butter (Focaccia, Fresh Croissants or Garlic Bread available: \$.35 addl) Coffee, Decaffeinated, Tea and Milk

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# Addison Oaks

2012

## Packages

*Includes room rental, service charge and sales tax*

### Royal

\$86.50 inclusive

**Includes: Plated or Buffet Menu option**

- Hot Hors d'oeuvres
- \*Filet Mignon and Breast of Chicken Plated Dinner or Four Entrée Buffet
- **Free Upgrade option for 2012 Royal Package**
  - Coffee Station and Round Tablecloths at **No Additional Charge**; \$1.00 off Chair Covers
- Salad Choice
- Vegetable Choice
- Potato Choice
- Full Bar Set-ups
- Fruit and Sweets Table

### Majestic

\$74.75 inclusive

**Includes: Plated or Buffet Menu option**

- Hot Hors d'oeuvres
- \*Filet Mignon and Breast of Chicken Plated Dinner or Four Entrée Buffet
- **Free Upgrade option for 2012 Majestic Package**
  - Coffee Station and Round Tablecloths at **No Additional Charge**; \$1.00 off Chair Covers
- Salad Choice
- Vegetable Choice
- Potato Choice
- Full Bar Set-ups
- Choice of Late Night Snack

### Grande

\$69.95 inclusive

**Includes: Plated or Buffet Menu option**

- Fresh Vegetables and Dip, Bread with Dipping Oil and Accompaniments
- \*Filet Mignon and Breast of Chicken Plated Dinner or Four Entrée Buffet
- **Free Upgrade option for 2012 Grande Package**
  - Coffee Station and Round Tablecloths at **No Additional Charge**; \$1.00 off Chair Covers
- Salad Choice
- Vegetable Choice
- Potato Choice
- Full Bar Set-ups
- Choice of Late Night Snack

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# Addison Oaks

2012

## Salads

Fresh Mixed Green Salad *served with a ranch dressing*

\*Traditional Caesar Salad *served with Parmesan cheese, croutons and topped with asiago cheese*

Romaine Salad *with mushrooms, cucumbers, scallions and tomato, served with a vinaigrette dressing*

Bibb Salad *with crumbled Gorgonzola, tomato, red onion, and pecans, served with a white balsamic vinaigrette*

Tuscan Salad *with slices of vine-ripened tomato and fresh mozzarella garnished with romaine, fresh basil, and red onion*

Michigan Salad *with dried cherries and candied walnuts, served with a raspberry vinaigrette dressing*

Spinach Salad *with sliced strawberries and mandarin oranges, served with a poppy seed dressing*

Asian Salad *with mixed greens, mandarin oranges, toasted almonds, and crispy wonton strips, served with a sesame dressing*

Mediterranean Salad *with sun-dried tomato, kalamata olives, and feta cheese, served with a basil vinaigrette*

## Fresh Vegetables

Green Beans Amandine

Broiled Tomato Parmesan *(sit down only)*

Green Beans with Julienne Carrots and Red Peppers

Honey Glazed Carrots

Fresh Vegetable Medley

Brussel Sprouts

Broccoli with Carrots and Leeks

Zucchini Medley

Green Beans with Wild Mushrooms and Leeks

Asparagus with Lemon Butter *(\$ .50 add'l)*

## Home-Style Potatoes and Pasta

Baked with Sour Cream *(sit down only)*

Yukon Gold Smashed with Buttered Parsley

Rosemary Roasted New

Parmesan Roasted Redskins

Roasted Garlic Mashed

Princess Potato

Smashed Redskins with Chives

Smoked Gouda Mashed

Parslied New

Couscous *(sit down only)*

Harvest Potatoes

Orzo *(sit down only)*

***Pasta course with Focaccia . . . \$2.75***

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# Addison Oaks

## Stations 2012

Minimum of 4

### Fruits de Mer...\$12.95

Crab Cakes with cilantro lime sauce *made to order*,  
Glazed Whole Poached Salmon with  
accompaniments, Sushi California Rolls with wasabi  
and pickled ginger

Additional Items: \$1.50 add'l per person per item

Caribbean Grilled Shrimp wrapped in bacon

\*Szechwan seared Ahi Tuna

Mussels in cream sauce

\*Clams on the half shell

Calamari Salad

### South of the Border...\$9.95

Chicken and Beef Fajitas with Warm Flour Tortillas,  
Soft Shell Tacos, Tri-color Nacho Chips, Bell Peppers,  
Scallions, Shredded Lettuce, Guacamole, Monterey  
Jack & Cheddar Cheese, Nacho Cheese, Diced  
Tomatoes, Salsa, Sour Cream

Additional Items: \$1.00 add'l per person per item

Quesadillas *made to order*

Gorditas

### Mediterranean...\$10.25

Hummus with Lawash chips and Pita Toast Points,  
Tabbouleh with Romaine Hearts and Kalamata  
Olives, Fire Roasted Balsamic Marinated Vegetables,  
Fresh Buffalo Mozzarella Skewers with Fresh Basil

Additional Items: \$ .75 add'l per person per item

Cherry Peppers stuffed with prosciutto and mozzarella

Caponata Spread with toast points

### Chinese Take-Out...\$10.75

Sweet and Sour Chicken with Pineapple and Green  
Peppers, \*Beef and Broccoli with Sesame Garlic Sauce,  
Steamed Rice, Brown Rice, Crispy Wonton Strips with  
Dipping Sauce, Egg Rolls or Stir-Fry Vegetables

### International Fruit and Cheese Station...\$7.95

An Assortment of Breads, Imported and Domestic  
Cheeses, Fruits, Crackers, and Nuts

### Salad Station...\$8.75

Signature Salad, \*Caesar Salad, Spinach with  
Strawberry Salad, Artichoke and Mushroom Salad,  
Beef and Bok Choy Salad, an Assortment of Fresh  
Vegetables and Dip

### Potato Bar...\$8.25

Potato Pancakes *made to order*, Garlic Mashed and  
Sweet Potatoes, Tomato, Red Onion, Fresh Basil,  
Sautéed Fresh Mushrooms, Cheddar Cheese, Whipped  
Butter, Brown Sugar, Plain Yogurt, Horseradish, Sour  
Cream, Broccoli, Chives, Bacon, Ham

### Little Italy...\$10.25

Fresh Pasta to include three sauces:  
Alfredo, Roasted Red Pepper Marinara,  
Bolognese, Focaccia, Ciabatta, and Homestyle  
Breads with Herb Infused Oils, Assorted Olives  
and Calamari Salad

### Carving Station...\$14.50

\*Roast Prime Rib of Beef and Oven Roasted Turkey  
Served with Fresh Petite Rolls, Breads and  
Condiments

Additional per extra item:

\*Tenderloin of Beef \$1.95 add'l

**For this menu, a minimum of 100 guests is required.**

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# Addison Oaks

## STATELY BUFFET 2012

Elegant Strolling Buffet

\$125.00 per person inclusive

### International Fruit and Cheese Station

A Cornucopia of assorted Breads, a lavish bounty of Imported and Domestic Cheeses, Fruits, Crackers, and Nuts

### Seafood Station

Whole Poached Salmon, Chilled Jumbo Shrimp, Crab Legs, Crab Cakes, Medley of Seafood en Croute, and a Marlin Ice Carving

### Carving Station

\*Sliced Beef Tenderloin, Carved Honey Glazed Ham, Whole Carved Turkey, \*Rack of Lamb

### Hot Pasta Station

Spinach Ravioli with a Roasted Red Pepper Marinara and Smoked Cheese Ravioli with Basil Sauce

### Designer Potato Station

Garlic Mashed, Yukon Gold Mashed, and Sweet Potatoes with assorted toppings served elegantly in a Martini Glass. Topping bar includes Broccoli, Bacon, Assorted Cheeses, Sour Cream, Chives, \*Caviar, and More.

### Salad and Vegetable Station

Marinated Artichoke and Mushroom Salad, Spinach and Strawberry Salad, A Colorful Medley of Fresh Vegetables, Antipasto Trays, Roma Tomato Salad, \*Caesar Salad - made to order, Grilled Vegetables

### Sweet Table

24 foot long Sweet Lovers Extravaganza, Bananas Foster Flambé, Assorted Chocolates, and an ice carving of your choice

### International Coffee Station

Regular, Decaffeinated, Assortment of Flavored Coffees, Shaved Chocolate, Cinnamon Sticks, Orange and Lemon Zest, Cinnamon Sugar, Cream, Sugar, Whipped Cream, and an Assortment of Herbal Teas.

### Full Bar Set-Ups

This bar includes your bartenders, and unlimited soft drinks and juices.

### Room Rental

China, Stemware, Silverware, Set-up, Clean-up, Cake Cutting, Table Skirting, White Linen Tablecloths and White Linen Napkins

### Other Amenities

Valet Service, Fresh Floral Centerpieces for Food Stations, Service Charge, Sales Tax and Seasonal Coat Check

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# Addison Oaks

## Fruit & Sweet Table 2012

(Served in addition to a meal)  
(Included with the Royal Package)  
\$12.25 per person

Our 24-foot long sweets extravaganza includes a variety of the items listed below:

Fresh Strawberries with Whipped Cream  
Assorted Bar Cookies and Brownies  
Fresh Assorted Melons and Berries  
Chocolate Dipped Strawberries  
Fresh Fruit Topped Cheesecake  
Chocolate Marble Cheesecake  
Raspberry Shortbread Cookie  
Assorted Fresh Fruit Tarts  
Carved Watermelon Display  
Bailey's Irish Crème Torte  
Chocolate Lover's Delight  
Fresh Hawaiian Pineapple  
German Chocolate Cake  
Miniature Cream Puffs  
Chocolate Mint Sticks  
Grand Marnier Torte  
Black Forest Torte  
Premium Mixed Nuts  
Lemon Mousse Torte  
Raspberry Supreme  
Chocolate Éclairs  
Mignon Torte  
Mocha Torte  
Carrot Cake  
Cannolis  
Cassata  
Flavored Coffee

(Also included is a floral centerpiece)

International Coffee Service with Sweets Table ..... addl. \$1.00  
Bananas Foster or Cherries Jubilee Flambé..... addl. \$1.95  
Ice Carving ..... addl. \$300.00

## Additional Desserts

Ice Cream or Sherbet.....	\$1.75	Cheesecake with Topping.....	\$3.25
Chocolate dipped Strawberry garnish .....	\$1.95	Assorted Tortes (choose 3 from above selection).....	\$3.95
Chocolate Mousse (other varieties available)..	\$2.25	Cherries Jubilee or Bananas Foster Station .....	\$3.95
International Coffee Service.....	\$2.75	Fresh Fruit Display.....	\$4.25
Chocolate Sundae.....	\$2.75	Candy Station .....	\$5.95
Fresh Strawberries with Whipped Cream .....	\$2.95	Chocolate Fountain .....	\$5.95
Cannolis.....	\$2.95	Assorted Miniature French Pastries.....	\$6.50
Fresh Baked Gourmet Cookies and Brownies .....		\$2.95	

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# Addison Oaks

248-693-8305

2012

Afternoons . . . . . 11am - 5pm  
Evenings . . . . . 7pm - 1am

## Rental Charges

Ballroom (500 capacity) (included with packages).....	\$795.00
Additional Fee to hold Garden room.....	\$525.00
Garden Room (60 capacity).....	\$125.00
Ceremony (indoor or in garden).....	\$550.00
Stately Silver Candle Lamps (each) 30 inches high .....	\$ 10.00 per table
Gold Charger Plates.....	\$ 2.00 per person
Overlays or Round Tablecloths .....	\$ 5.00 per table
Chair Covers (\$3.25 with any package) .....	\$ 4.25 per person
Chiavari Chairs.....	\$ 7.00 per person

(+ 6% Sales Tax)

The banquet room rental fees include:

China, stemware, silverware, set up, clean up, cake cutting, table skirting, white linen tablecloths and napkins (colored napkins available at \$ .50 per person). This fee applies to Friday evenings, Saturdays, Sundays, and Holidays (additional Holiday fee may apply).

The Ceremony rental fee includes:

Chairs, tables, candles, candelabras, changing rooms, and rehearsal.

Afternoon weddings are held at 11:30 am or 1:00 pm. Evening weddings are held at 6:30 pm or 8:00 pm.

## Set-Up Charges

We do not have a liquor license or a beer and wine license of any kind.

You must provide anything of alcoholic content.

\$6.95 per person (included with packages)

(+18% Taxable Service Charge and 6% Sales Tax)

Oak Management provides:

### Bartenders

Coke	Grapefruit Juice	Lemons
Sprite	Soda	Limes
Diet Coke	Tonic	Cherries
Squirt	Sour Mix	Olives
Dry Ginger Ale	Daiquiri Mix	Cream
Orange Juice	Worcestershire Sauce	Glasses
Cranberry Juice	Tabasco Sauce	Ice
Pineapple Juice	Bitters	Napkins
Tomato Juice	Tapper unit in Ballroom	Grenadine

You must provide any beer, wine, champagne or liquor

# Addison Oaks

## Deposit Procedure

The deposit requirement to confirm a date is as follows:

Ballroom: Saturday Evening \$2500.00, Friday, Saturday Afternoon or Sunday \$1000.00  
Garden Room: \$525.00

The deposit will be deducted off your total bill. Note: Deposits are non-transferable.

## Deposit Refund Procedure

SHOULD A CANCELLATION OCCUR, THE DEPOSIT WOULD BE REFUNDED (LESS 10% FOR ADMINISTRATIVE SERVICES) UPON THE CANCELLED DATE BEING RE-BOOKED. SHOULD WE BE UNABLE TO RE-BOOK THIS DATE, THE DEPOSIT WILL BE FORFEITED.

## Miscellaneous Information

1. The entire cost of your party or reception must be paid in full no less than 10 (ten) days prior to your event.
2. All prices are guaranteed throughout 2012. There will be no price increase during the year. The menu prices for your event will be subject to those prices which will be in effect during the year in which your function is to be held, including but not limited to all food, beverage, and rental charges (unless otherwise specified in writing).
3. No buffets or stations will be served for less than 100 people or in the garden room.
4. A minimum of 250 adults (April - October) or 200 adults (November - March) is required in the ballroom on any Saturday evening, as well as a minimum of 175 paid adults for food and beverages on any Friday evening (unless otherwise indicated in writing).
5. A minimum of 150 adults is required in the ballroom on any Saturday afternoon (11am - 5pm), as well as a minimum of 125 paid adults for food and beverages on Sundays.
6. There is a minimum of 30 paid adults for food and beverages in the garden room on any day.
7. All food and beverage (with the exception of one cake and alcohol for special occasions) must be provided by Oak Management Corporation. Due to health and insurance standards, food is not allowed to be taken out of the facility.
8. We will substitute entrees for only vegetarians, religious, or medical reasons. We must be notified of this at the time you contact us with your menu. Any guest requiring a substitute entrée must be identified by a special place card at the table.
9. Groups requesting tax exemption must complete the tax-exempt form prior to the scheduled function.
10. No out-of-state or credit card checks accepted. Visa and MasterCard are accepted with an additional 2% convenience fee.
11. The management requests that no glitter, confetti, rice, or birdseed be used on the premises.
12. The performance of this agreement is contingent upon the ability of Oak Management Corporation to complete the same, and is subject to disputes or strikes, accidents, government (federal, state, municipal) requisitions upon travel, transportation, foods, beverages, or supplies, and other cause whether enumerated herein or not, beyond control or management preventing or interfering with performance. In no event shall Oak Management Corporation be liable for loss or profit for similar or dissimilar collateral or consequential damages whether based on breach of contract, warranty or otherwise.

## Important Information

TEN DAYS PRIOR TO THE DATE THAT HAS BEEN BOOKED, YOU MUST CONTACT US WITH YOUR MENU CHOICE AND YOUR GUARANTEED NUMBER OF GUESTS. WE PREPARE FOR 5% ABOVE THE GUARANTEED AMOUNT. POSITIVELY NO REDUCTIONS IN GUARANTEE FIGURES WILL BE ACCEPTED LESS THAN 5 DAYS PRIOR TO THE EVENT.