

# Catering Menu

Seaport Inn & Marina \_ Breakfast & Brunch

**Seaport** INN  
and Marina.com

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# Event Services

**ON-SITE CATERING & DECOR.** We specialize in being an all-inclusive location offering catering, linen and decor rentals, hotel accommodations, and event planning services.

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## Deposit & Payments

A 20% deposit of a preliminary quote is required for every event and is non-refundable. All deposits are deducted from your final bill. On weddings, a second deposit, in equal amount to the original deposit, is required six (6) months prior to the wedding. An event is not booked until deposit is made. If a cancellation should occur and balance is paid in full, Seaport Inn and Marina will retain 75% of total. Final payment must be made by credit card, personal check, bank check, or money order fourteen (14) days prior to an event. A credit card is required to cover any incidental costs that may occur during the event.

## Catering & Room Rental Fees

In addition to the per person catering fees, there is also an 18% gratuity, 10% administrative fee (12% for weddings), and 7% tax (6.25% state tax and .75% local tax). Room rental fees are as follows with catering service minimums:

Grand Ballroom	\$550.00
Commodore Room	\$150.00
Hospitality Suite	\$300.00
Marina Tent	\$550.00

All events are booked in five hour increments, additional hours are booked at \$150.00 per hour.

## Décor

We provide tasteful and stylish designs for every event for both simple to elaborate settings. All specialty linen, table, and chair rentals must be rented through Seaport Inn and Marina. Outside vendors may only be used for items we do not provide. All rented items include set-up.

## Included Amenities

An experienced coordinator will assist in organizing all the details of your event and answer any questions throughout the planning process. Full bar service is accessible in all event rooms. Any attendee of an event receives 10% off regular rate to all hotel accommodations upon request. Room blocks, of ten or more room nights, available at a greater discount through the front desk. Ample parking is available with handicap accessibility to all event spaces.

## Wedding Regulations & Inclusions

We require that all food and beverages be purchased through us and no catered items are allowed to be taken off premises. Seaport Inn and Marina will not be responsible for lost or stolen articles including gift envelopes and packaged gifts. Throwing confetti, rice or birdseed is prohibited. For safety reasons, open flame candle centerpieces must be approved by management. A complimentary bridal preparation suite and room for the night of is included in every wedding booked. A complimentary food tasting and table mock-up available upon request. Any wedding booked between the months of January through April have their reception room rental fee waived.

## Recognition & Social Media

We are happy to be a member to the most well known wedding sites such as WeddingWire and Wedding Spot. See event photos by following us on Facebook, Instagram, or our website.



# Break Time

**SERVICED STATIONS.** All prices listed are per person. Break time options are designed for one hour of service during a meeting or seminar. Paper products are included.

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**Pre-Meeting . . . . . \$1.95**

*Minimum of 35 guests.*

Coffee and Hot Tea

Cold Water Station

**Mid-Morning . . . . . \$5.95**

*Minimum of 50 guests.*

Assorted Mini Muffins

Coffee and Hot Tea

Fresh Fruit Platter

Cold Water Station

**Munchie Break . . . . . \$7.95**

*Minimum of 50 guests.*

Assorted Mini Muffins

Bags of Chips

Assorted Yogurts

Orange *or* Cranberry Juice

Granola Bars

Coffee and Hot Tea

**A La Carte Items**

*All a la carte items are priced per dozen.*

Assorted Granola Bars . . . . . \$11.95

Assorted Cookies . . . . . \$11.95

Assorted Mini Muffins . . . . . \$12.95

Assorted Danishes . . . . . \$12.95

Mini Bagels with Cream Cheese . . . . . \$12.95

Assorted Soft Drinks . . . . . \$16.95

Bottled Waters . . . . . \$16.95

# Breakfast Buffet

SERVICED STATIONS. All prices listed are per person. All events of thirty-five to fifty guests are subject to a \$75 buffet set-up fee. Breakfast must be served between 7:00am - 10:00am.

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## **Traditional Continental . . . . . \$6.95**

*Buffets are displayed for a maximum of two hours.*

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|-------------------|---------------------------|
| Assorted Danishes | Orange or Cranberry Juice |
| Assorted Muffins  | Coffee and Hot Tea        |

## **Platinum Continental . . . . . \$8.95**

*Buffets are displayed for a maximum of two hours.*

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|-------------------|-------------------------------|
| Assorted Danishes | Mini Bagels with Cream Cheese |
| Assorted Muffins  | Orange or Cranberry Juice     |
| Granola Bars      | Coffee and Hot Tea            |

## **Traditional Hot Breakfast Buffet . . . . . \$15.95**

*Buffets are displayed for a maximum of two hours.*

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|-------------------------|---------------------------|
| Scrambled Eggs          | Assorted Mini Muffins     |
| Bacon or Sausage or Ham | Warm Rolls with Butter    |
| Breakfast Potatoes      | Orange or Cranberry Juice |
| French Toast            | Coffee and Hot Tea        |

## **Platinum Hot Breakfast Buffet . . . . . \$18.95**

*Buffets are displayed for a maximum of two hours.*

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|--------------------------|------------------------------------|
| Scrambled Eggs           | Assorted Mini Muffins              |
| Bacon or Sausage or Ham  | Assorted Quiche or Additional Meat |
| Breakfast Potatoes       | Warm Rolls with Butter             |
| Pancakes or French Toast | Orange or Cranberry Juice          |
| Fresh Fruit Platter      | Coffee and Hot Tea                 |

# Brunch Buffet

**SERVICED STATIONS.** All prices listed are per person. All events of thirty-five to fifty guests are subject to a \$75 buffet set-up fee. Brunch must be served between 10:00am - 1:00pm.

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**Brunch Buffet #1 . . . . . \$16.95**

*Buffets are displayed for a maximum of two hours.*

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|---------------------------------|----------------------------------|
| Scrambled Eggs                  | Assorted Mini Muffins            |
| Bacon <i>or</i> Sausage         | Pasta Salad                      |
| Baked Honey Ham                 | Warm Rolls with Butter           |
| Breakfast Potatoes              | Orange <i>or</i> Cranberry Juice |
| Pancakes <i>or</i> French Toast | Coffee and Hot Tea               |

**Brunch Buffet #2 . . . . . \$18.95**

*Buffets are displayed for a maximum of two hours.*

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|---------------------------------|--|
| Scrambled Eggs                  | Garden <i>or</i> Caesar Salad            |
| Bacon <i>or</i> Sausage         | Lasagna <i>or</i> Chicken Broccoli Penne |
| Baked Honey Ham                 | Warm Rolls with Butter                   |
| Breakfast Potatoes              | Orange <i>or</i> Cranberry Juice         |
| Pancakes <i>or</i> French Toast | Coffee and Hot Tea                       |

**Brunch Buffet #3 . . . . . \$22.95**

*Buffets are displayed for a maximum of two hours.*

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|---------------------------------|--|
| Scrambled Eggs                  | Chicken Piccata <i>or</i> Baked Haddock  |
| Bacon <i>or</i> Sausage         | Garden <i>or</i> Caesar Salad            |
| Breakfast Potatoes              | Lasagna <i>or</i> Chicken Broccoli Penne |
| Pancakes <i>or</i> French Toast | Warm Rolls with Butter                   |
| Baked Honey Ham                 | Coffee and Hot Tea                       |