



6141 W. Lake Road, Auburn, NY 13021

(315) 252-7247 Phone (315) 252-8096 Fax

www.springsideinn.com

Sales & Catering Manager: Carol Faulkner

Innkeepers: Sean & Beth Lattimore

2010

Banquets & Parties

The Springside Inn offers complete catering services both on premise at the Springside or off premise at your own location. Social gatherings are made special with the warmth provided by our unique setting and capable staff. Organizations of all types and sizes find this an ideal setting for retreats, meetings, and special get-togethers.

The Springside Inn can accommodate any corporate event or private party, regardless of size or occasion. We have the catering solution for a variety of special requests: corporate parties, office parties, seminars, cocktail parties, grand openings, banquets, weddings, holiday parties, showers/baptisms, and rehearsal dinners are just some of the specialized events we can cater.

With the Springside Inn, you can count on delicious food and great service from a team of special event professionals. Our staff has the knowledge and experience to assure your celebration will be a complete success. We cater any affair and would be happy to assist you in selecting and pricing a personalized menu.

Call us with an idea of your budget and allow us to tailor the event to make it something memorable and long lasting. We can accommodate your request with an experienced staff of catering professionals ready to assist you in every aspect of your event.

Thank you for considering the Springside Inn. We look forward to working with you.

Sincerely,
Sean Lattimore, Innkeeper
Carol Faulkner, Sales & Catering Manager
Springside Inn
6141 W. Lake Road
Auburn, NY 13021
(315) 252-7247 Phone
(315) 252-8096 Fax
www.springsideinn.com

Revised 03/04/10

Banquet Policies & Procedures

◆ FACILITY DEPOSITS

All deposits are required within 2 weeks of scheduling your event. All deposits are non-refundable.

Ballroom (Heritage Room)	\$500.00
Terrace:	\$300.00
Porch/Surrey Room	\$125.00
Off Site Catering	\$1000.00
The Point at Sand Beach	\$400.00

To reserve more than one room, a guarantee of 240 people is required. Deposits are required within two weeks after booking your event. Deposits are also non-refundable if cancelling your event at any time. Deposits are applied only to the date you have committed to—no changes. **Your deposit is deducted from your final bill the day of the function.** Tax exempt certificates must be submitted with deposit.

Room Charges:

Includes set-up & tear down, linen rental expense, candles & table adornment.

Porches:	\$75.00
Ballroom:	\$200.00
Terrace/Surrey	\$100.00
Point at Sand Beach:	Daytime: \$250, Nighttime: \$500
AV and related equipment rental available.	
Screen:	\$25.00
TV/VCR	\$50.00
Overhead projector	\$50.00
Microphone	\$50.00
Podium	\$25.00

◆ DEPOSITS & BILLING

A non-refundable deposit is due at the time your event is confirmed. The remainder of your bill is due at the conclusion of your event. All advance deposits are non-refundable. Checks should be made payable to the Springside Inn. If billing process is required, balance will be due within 30 days of billing date. Service charge assessed to past due accounts.

◆ CANCELLATION POLICY

Should you decide at any time to cancel a function, the following penalty charges will be assessed to your organization, based on the receipt of a written cancellation request. Initial deposit is non-refundable. Any deposits submitted early are non-refundable.

◆ BEVERAGE SERVICE

We offer a complete selection of beverages to enhance your event. Please note that the State of New York regulates alcoholic beverage sales and services. The Inn, as a licensee, is responsible for the administration of these regulations. Therefore, it is the policy that no liquor, beer, or wine may be brought into or carried out of the Inn without the express permission of the Innkeepers. In addition, anyone supplying their own alcohol for any given event will be responsible for supplying the labor necessary to set up, serve, tear down and pricing of the alcohol service. **NO EXCEPTIONS.** For off-site functions, if the Springside Inn is providing food only, and no beverage service, our staff will leave after food is served & cleaned up.

◆ PRICING

Quoted prices are subject to proportionate increases to meet increased costs of food, beverage and labor. **Menu price for your event will be confirmed 30 days prior to the event.** All food and beverage purchases are subject to the prevailing sales tax and service charge percentages. For organizations that are tax exempt, a copy of your exemption certificate must be received with your signed event contract.

Minimum guaranteed attendance must be received within 14 days prior to event. If attendance falls below the guaranteed number the client will still be charged for the guaranteed number.

◆ SERVICE CHARGES AND TAXES

On all food and beverage functions, there will be an 18% service charge and applicable sales tax applied. All prices quoted are exclusive of service charge and tax. Sales tax is calculated on all food, beverage and service charges. New York State law states that service charges are subject to state tax.

◆ FACILITIES

Adherence to the times agreed upon for your function are mandatory, as other groups may be scheduled for the same room following your function. If your time schedule changes, please contact our Sales Department and they will make every effort to accommodate you. All scheduled events at the Inn are subject to the following time-table:

Daytime parties must end at 5:00 pm as evening parties begin at 6:30 pm.

Décor arrangements can be made through our event planners. Special pricing for in-house floral service, colored linens, music and audio visual equipment is also available. You should go over your specific decoration request with your event planner before hiring someone to decorate for you.

◆ OVERNIGHT ACCOMMODATIONS

Overnight lodging is available and includes a continental breakfast. If you wish to book a block of rooms at the Springside Inn, we will hold the specified rooms upon receipt of a signed room block reservation form. When a single party is booking more than two rooms for the same date, a deposit equivalent to the rate of a one night stay on each room is required. This deposit is due at the time of booking and is non-refundable. When you place a deposit on a block of rooms, a signed copy of a Block Room Sheet Deposit must be kept on file here at the Inn. You will be provided with a copy for your records.

PLEASE NOTE THAT THE POINT AT SAND BEACH HAS IT'S OWN POLICIES & PROCEDURES

***Please note that policies and procedures are subject to change at any time for any reason.**

*Revised 03/04/10



Events Catered by Springside Inn

On-Site at the Springside Inn

Flexible and comfortable spaces for day or evening gatherings.

◆ THE HERITAGE ROOM

Spacious ballroom, with decorative molding and hardwood floors.
Recommended for groups numbering 100-230

◆ THE TERRACE ROOM

Features fireplace and magnificent vistas through corner windows
Recommended for groups numbering 40-65

◆ THE SURREY ROOM

Features fireplace, beamed ceilings, and private bar with sitting area.
Recommended for groups numbering up to 75
This room does not have a dance floor

◆ THE PORCHES

Furnished with Mottville chairs-quaint and intimate.
Porches are enclosed and climate-controlled.

Upper East: recommended for groups numbering up to 30

Lower East: recommended for groups numbering up to 18

Porches may be joined to accommodate larger groups

◆ THE POINT AT SAND BEACH

Private facility, perfect for your event and small function.
Recommended for groups numbering up to 120

◆ HOLLAND HOUSE

Located next door to the Springside Inn, Holland House features 5 guest rooms and 2 full baths.
Perfect for your family reunion guests, corporate event, or vacation rental.



BREAKFAST & BRUNCH MENU

◆ Continental Station - \$7.95 per person room charges may apply

Seasonal fresh fruit, assorted pastries, and muffins, chilled juices,
Coffee, tea or milk

◆ FAMILY STYLE BRUNCH - \$13.95 PER PERSON Minimum of 30 people

Orange juice, fruit cup, scrambled eggs, Virginia baked ham, bacon,
oven roasted potatoes, cheese soufflé, danish, coffee, tea or milk

◆ TRADITIONAL BRUNCH BUFFET **Voted Best of the Region for Sunday Brunch 5 years running** Minimum of 60 people Monday-Saturday Please add \$1.00 extra per person, Monday-Saturday Sunday-\$14.99 per person: Serving: 10:30 am – 1:00 pm.

Fresh fruit, scrambled eggs, homemade waffles with mixed berry syrup or Maple syrup, bacon, sausage, oven roasted potatoes, Virginia baked ham, roast sirloin of beef, chicken ala king with biscuits, Seafood Newburg with toast points, Cheese soufflé, sautéed vegetables, bagels with cream cheese, homemade brownies, cream puffs, “make your own sundaes” with homemade dessert sauces, orange juice, coffee, tea or milk.

Please note that prices do not include 8% NYS Sales tax and 18% gratuity.

Revised 03/04/10



LUNCH MENU

◆ DELI LUNCH BUFFET - \$13.99 PER PERSON

Choice of two assorted sliced meats, assorted sliced cheeses, lettuce, tomato, seasonal fresh fruit, and choice of macaroni salad, potato salad, or soup of the day, rolls, desserts, coffee, tea and soda

◆ COLD LUNCHEON PLATES

Includes: rolls, dessert, coffee, tea or milk

Chicken Caesar Salad with a Fruit Cup: \$12.50 per person

Julienne Salad Plate with a Fruit Cup: \$10.50 per person

Wrap Sandwich with Potato or Pasta Salad: \$10.50 per person

*A Variety of Wrap sandwiches are available. Please ask your banquet manager for details.

◆ GROUP LUNCHEONS

For 30 or more, mornings & noon only

Luncheons include: salad, rolls, chef's choice of potato, rice or pasta, vegetables, dessert, coffee, tea or milk

1. Roast Sirloin of Beef with Mushrooms	\$16.95 per person
2. Fresh Boston Scrod	\$16.95 per person
3. Chicken ala King on homemade biscuits	\$13.95 per person
4. Beef Stroganoff with noodles (minimum of 10 servings)	\$13.95 per person
5. Boneless breast of Chicken with Rice	\$13.95 per person
6. Quiche Lorraine with Rice Pilaf	\$11.95 per person
7. Vegetarian Platter (vegetables in season)	\$12.95 per person
Add Soup of the Day	\$ 2.50 per person
Add Cheese Soufflé	\$ 3.00 per person

Please note that prices do not include 8% New York State sales tax and 18% gratuity

Revised 03/04/10



BUFFET DINNER MENU

Minimum of 50 people

All buffet dinners include a garden salad, rolls & butter, choice of potato or rice pilaf, vegetables, fruit, dessert, coffee, tea or milk

◆Poultry

Springside Inn Baked Chicken
Chicken Piccata
Sautéed Lemon Chicken
Roast Turkey with stuffing & cranberry sauce
Chicken Marsala
Chicken Parmesan

◆Pork

Roast Pork Loin
Virginia Baked Ham

◆Beef

Sirloin of Beef
Prime Rib *Add \$7.00 per person
* Add \$50.00 for each carved meat selection

◆Seafood

Fresh baked Boston Scrod
w/ butter-crumb topping
*add \$1.00 per person
Fresh Boston scrod baked
with lemon butter
*add \$1.00 per person
Steamed Baked Salmon
* add \$1.00 per person

◆PASTA

Baked Ziti
Pasta Primavera
Stuffed Shells
Eggplant Parmesan

1 Entrée with Pasta	\$15.95 per person
2 Entrée.....	\$18.95 per person
3 Entrée.....	\$20.95 per person

Please note that prices do not include 8% NYS sales tax and 18% gratuity



FAMILY STYLE MENU

Springside Inn's Traditional Family Style Meal

Includes: Your choice of 2 or 3 entrees, tossed salad, mashed potatoes, Yankee stuffing, gravy, raisin sauce, vegetable, rolls, dessert, coffee, tea or milk.

CREATE YOUR OWN FAMILY STYLE MENU

Baked Chicken
Roast Sirloin of Beef
Roast Turkey
Baked Virginia ham
Chicken Picatta
Sautéed Lemon Chicken
Chicken Parmesan
Roast Pork loin
Chicken Marsala
Fresh Baked Boston Scrod with Butter Crumb topping *add \$1.00
Fresh Boston Scrod baked with Lemon Butter *add \$1.00

PASTA ENTREES

Served with a Marinara sauce
Baked Ziti
Stuffed Shells
Pasta Primavera

Cheese Soufflé ** Add \$3.00 per person

2 Entrée. \$18.95 per person

3 Entrée. \$20.95 per person

If you choose one of the fish options to your above selections, add \$1.00.

To add a pasta entrée to any of the above selections add \$1.00 per person

Please note that prices do not include 8% NYS sales tax and 18% gratuity

Revised 03/04/10



SERVED DINNER MENU

The following menu choices are served with a garden salad, potato or rice pilaf, vegetable, assorted rolls, dessert & coffee, tea, or milk.

Roast Prime Rib Beef	\$24.95 per person
Boneless Breast of Chicken on Rice	\$15.95 per person
Roast Sirloin of Beef with Mushrooms	\$17.95 per person
Roast Turkey with Yankee Stuffing and cranberry sauce	\$17.95 per person
Baked Virginia ham with Peach Glaze	\$16.95 per person
Chicken Picatta.	\$17.95 per person
Fresh Baked Boston Scrod with Butter Crumb Topping.	\$18.95 per person
Fresh Boston Scrod baked with lemon butter	\$18.95 per person
Chicken Cordon Bleu	\$19.95 per person
Chicken Picasso (stuffed with mushrooms, broccoli & cheese)	\$19.95 per person
Broiled Seafood Medley Scrod, 3 oz lobster tail and 3 large shrimp.	\$26.95 per person
Pasta Primavera	\$16.95 per person
Chicken Parmesan	\$18.95 per person
Broiled Scallops	\$22.95 per person
Beef Tenderloin	\$26.95 per person
Veal Marsala.	\$21.95 per person

Please note that prices do not include 8% NYS sales tax and 18% gratuity



STATIONED BANQUET MENU

Minimum of 75 people

Includes Coffee & Hot or Iced Tea.

◆ STATIONED CRUDITES—First Hour Only◆

***Fresh Vegetable Crudité**

An assortment of fresh vegetables accompanied by Ranch and/or Bleu Cheese Dip

Imported and Domestic Cheese & Fruit Display

A variety of imported & domestic cheeses with assorted crackers, garnished with sliced, seasonal fresh fruit.

***Antipasto Station**

Roasted red peppers, mixed Italian olives, a selected mixture of meats & cheeses, served with bone bread dipped in olive oil, chopped garlic, shredded parmesan cheese and topped with red pepper flakes over a bed of field greens.

***Spinach & Artichoke Dip**

Creamy Spinach & Artichoke Dip served with toasted baguettes.

◆ PASSED HORS D' OEUVRES—90 minutes◆

-Please choose three hot and two cold selections-

***HOT SELECTIONS**

Ham, onion & herb stuffed Mushroom caps

Miniature Crab Cakes with Sauce Remoulade

Chicken & Pineapple Kabobs

Beef & Pepper Kabobs

Spinach & Feta Cheese Spanikopita

Miniature Chicken Cordon Bleu

Bruschetta—2 ways: Basil pesto & chopped Roma tomatoes and Roasted Pepper Humus

Springside Inn's homemade Quiche Squares

Vegetable Quesadillas with Salsa & Sour crème

Quiche Lorraine

Smoked Chicken Quesadilla's with Salsa & Sour Crème

***COLD SELECTIONS**

Fresh melon wrapped in Prosciutto

Asparagus wrapped in Prosciutto

Smoked Salmon with dill crème Fraiche

Shrimp with cocktail sauce Canapés

Salami with Cream Cheese & Spanish olive Canapés

Seafood, Crab Salad, Lobster salad or Tuna Salad Canapés

◆ HOT STATIONED SELECTIONS◆

Please choose two selections

Add \$75.00 for each chef carved meat selection, Includes Hot crusty rolls & condiments

Bourbon-Glazed Ham with extra bourbon sauce & house mustard

Roasted Turkey breast with Cranberry Sauce

Char-grilled beef tenderloin with Horseradish Sauce *may incur additional charges

Chicken Picatta served with mushrooms, capers & peppers in a light white wine sauce

Chicken Parmesan in a Marinara Sauce

Bowtie Pasta with Seasonal Vegetables in a Marinara or Alfredo Sauce

Lemon Chicken

Seasoned Pork Loin

Baked Salmon

\$29.95 per person

All selections are subject to 8% Sales tax and 18% charge.

Revised 03/04/10



HORS D'ŒUVRES

Served before dinner-one hour only

All prices are based on 100 pieces

◆ **Breaded Fried Ravioli-Meat or Cheese**
Served with a Marinara or Alfredo sauce
\$85.00

◆ **Mini Ravioli-Meat or Cheese**
Served with a Marinara or Alfredo sauce
100 pieces - \$75.00
200 pieces - \$150.00

◆ **Bacon Wrapped Scallops**
Skewered scallops wrapped in bacon
\$220.00

◆ **Mushroom Caps**
Mushroom caps stuffed with a blend of
ham, onions & herbs
\$125.00

◆ **Miniature Crab Cakes
with Sauce Remoulade**
Springside's homemade crab cakes
served with a spicy sauce
\$165.00

◆ **Mini Kabobs**
Chicken & Pineapple marinated
in teriyaki sauce
\$160.00
Beef and Pepper marinated
in teriyaki sauce
\$175.00

◆ **Swedish Meatballs**
Miniature meatballs in a
Gravy sauce.
\$75.00
120-150 pieces \$150.00

◆ **Fresh Melon wrapped in Prosciutto**
Honeydew & Cantaloupe melon wrapped
In a thin slice of Prosciutto
\$195.00

◆ **Spanikopita**
Spinach and Feta cheese wrapped
in flaky Filo dough
\$170.00

All prices are based on 100 pieces

◆ **Quiche**
Squares of Springside Inn's homemade
Spinach, ham & cheese Quiche
\$100.00

◆ **Clams Casino**
Little neck clams stuffed with Springside's
homemade stuffing and topped with crispy bacon
\$225.00

◆ **Miniature Chicken Cordon Bleu**
Mini Chicken stuffed with ham & Swiss cheese
breaded & cooked to a golden brown
\$125.00

◆ **Bruschetta**
Toasted baguettes spread with
basil pesto and topped with chopped Roma tomatoes
OR
Hummus with roasted red peppers OR
Seasoned Spinach topped with parmesan cheese
\$140.00

◆ **Vegetable Quesadillas**
Tomatoes, peppers, Jalapeno peppers, onions &
Poblano peppers with Cheddar & Monterey Jack
Cheese wrapped in a flour tortilla and served
with Sour Crème & Salsa
\$175.00

◆ **Smoked Chicken Quesadillas**
Shredded Chicken, cheddar & Monterey jack cheese,
spicy jalapeno peppers, tomatoes bell peppers,
cilantro, poblano peppers, onions and garlic rolled in a
flour tortilla and served with sour crème & salsa
\$155.00

◆ **Oysters Rockefeller**
A mixture of selected herbs, oysters & parmesan
cheese topped in a rich sauce of butter, herbs &
breadcrumbs.
\$250.00

◆ **Canapes**
Seafood, Crab, Lobster or Tuna Salad
served in a puff pastry.
\$150.00
Chicken or Ham Salad served in a puff pastry
\$100.00



HORS D' OEUVRES CONTINUED

Served before dinner-one hour only

◆ Imported & Domestic Cheese Display

A variety of imported & domestic cheeses with assorted crackers, garnished with seasonal fresh fruit

Medium (serves 50-70 people) - \$175.00

Large (serves 100-120) - \$225.00

◆ Fresh Vegetable Crudités

An assortment of fresh vegetables accompanied by Ranch and/or Bleu cheese dip

Medium (serves 50-70 people) - \$125.00

Large (serves 100-120 people) - \$250.00

◆ Shrimp Display

120 pieces of large shrimp served with traditional cocktail sauce and lemon - \$235.00

120 pieces of medium shrimp served with traditional cocktail sauce and lemon - \$175.00

◆ Smoked Salmon

Smoked salmon side served crostinis topped with red onion, tomatoes, chopped egg and dill crème Fraich

\$150.00

◆ Raw Bar Display

250 shrimp, 50 Oysters, & 50 little neck clams

Market Price

◆ Cheese Soufflé

Springside's unique Cheese Soufflé served family style or per person

\$3.00 per person

◆ Chef's Assorted Canapés

Crostinis and puffs filled with your choice of 2 hot items and 2 cold items

Hot items: Mushrooms, Spinach Quiche, Bruschetta, Spanikopita

Cold Items: smoked salmon, ham, chicken, or seafood salad

\$8.00 per person

◆ Antipasto Station

Roasted red peppers, mixed Italian olives, a selected mixture of meats and cheeses, served with bone bread dipped in olive oil, chopped garlic, shredded parmesan cheese and topped with red pepper flakes over a bed of field greens

Medium (serves 50-70 people) - \$300.00

Large (serves 100-120 people) – \$375.00

◆ Spinach & Artichoke Dip

Creamy Spinach & Artichoke dip served with toasted baguettes or assorted crackers for all off-site functions.

\$100.00



Beverage Options

◆ Option #1 – Consumption

Host pays for amount actually consumed at the end of each event.
All beverages are charged at our standard per drink price.

Premium Liquors - \$6.00	House Brand Liquors - \$5.00
Premium Martinis - \$7.50	House Brand Martinis - \$6.50
Premium Beer Selections - \$3.75	House Beer Selections - \$3.00
Premium Wines – From \$6.00	House Wines – From \$5.00
Fruit Juices, Soda and Bottled Water - \$1.50 by the glass	

◆ Option #2 – Hourly Open Bar Packages

Host pays for an unlimited number of drinks for a guest during the specified time selected.
All packages include assorted soft drinks, bottled water and appropriate mixers and garnishes.

Premium Brand Service

1 Hour	\$14.00
2 Hours	\$18.00
3 Hours	\$22.00
4 Hours	\$26.00
5 Hours	\$28.00

House Brand Service

1 Hour	\$12.00
2 Hours	\$16.00
3 Hours	\$20.00
4 Hours	\$24.00
5 Hours	\$26.00

◆ Option #3 – Cash Bar

Guest pays for drinks on an individual basis at the consumption prices listed above.
There will be a \$75.00 Set Up Fee for this option

Additional Beverage Options

Mimosa Punch - \$60.00 per Punch Bowl (<i>serves 50 punch glasses</i>)
Wine Punch - \$60.00 per Punch Bowl (<i>serves 50 punch glasses</i>)
Non-Alcoholic Fruit Punch - \$35.00 per Punch Bowl (<i>serves 50 punch glasses</i>)
Champagne Toast - \$2.00 per person

Premium Liquors Include:

Absolut Vodka; Tangueray Gin; Captain Morgan Rum; Canadian Club;
Jim Beam; Dewar's White Label Scotch

Premium Beer Selections (Please Select 3)

Heineken; Amstel Light, Sam Adams and Yuengling

House Beer Selections (Please Select 3)

LaBatt Blue, LaBatt Blue Light, Michelob Ultra, Coors Light, Budweiser, Bud Light and Miller Light

**Please Note: Quoted prices do not include 8% NYS sales tax or 18% gratuity
One Bar Tender per 100 guests is provided at no extra charge. Fee for Additional Bar Tenders:\$50**