



# Our Services

## On Premise

We have two rooms available

The Kobacker Room—30-200 Guest Capacity

The Reed's Room—30-150 Guest Capacity

(A minimum of 50 guests applies on Sundays)

~Free parking after 4pm on weekdays & all day Saturday in addition to limited parking lot spaces

### **~The Full Service Buffet price includes:**

Room charge, table linen, dinnerware, glassware, silverware, linen napkins (colors available), beverage service, staff charges, and sales tax

### **Budget full service (deduct \$2 per guest) includes:**

High grade disposable dinnerware and beverage cups, linen, staff, and warming equipment.

~Served dinners are available. Please ask!

## **Full Bar Service Available**

Café on Main is fully licensed and is available to provide cash or open bars at our location

Unfortunately, we are unable to allow alcohol bought in from outside the premises

A \$50 bar charge applies for up to 4 hours of service

## Off Premise

30 guests or more (50 minimum on Sundays)

### **Drop Off price includes:**

High-grade Styrofoam plates, bowls, heavy-weight utensils, and all serving utensils

### **Extra Charges (optional):**

**Dinnerware:** Heavy-weight hard plastic plates & bowls - \$1.50/person

China plates, glassware, and Silverware - \$4.00/person

**Service Charges:** \$25.00/hour per server (min 2 hours)

**Cake Cutting:** \$50 - Includes clear plastic plates and forks

**Linen Rentals:** White or Ivory table cover with eight napkins - \$5 each (Ask about other colors)

**Equipment:** \$5 per warming unit or \$10 minimum.

**Delivery/Travel:** Charges determined by event size and distance from downtown Mansfield

**Full-Service price includes:** China, linen, glassware, Beverage service, staff and warming equipment

### **Budget full service (deduct \$2 per guest) includes:**

High grade disposable dinnerware and beverage cups, linen, staff, and warming equipment.

## Deposit Policy

- Booking deposit—A NON-REFUNDABLE deposit is required to hold your date.  
(\$300 for weekday events or \$500 for Sat/Sundays)

- Once a menu and level of service has been determined, a confirmation will be prepared and a 2nd deposit of 1/3 of the estimated total will be due not more than 90 days before the event. The event deposit is fully refunded if the event is cancelled more than 90 days before the event.

- The balance due will be determined by the final count, minus any deposits paid, and is payable on, or before the event date. The final count will be due 5 days before the event date.