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Enjoy  
Experience

1830 S Third Street  
Louisville, KY  
40208

502.636.2511

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

Family Owned and  
Operated since  
1938



## General Information

### Masterson's Catering & Masterson's Special Event and Conference Center

Thank you for considering Masterson's for your catering needs. We are a third generation family owned and operated business dedicated to giving our guests the best quality food and service. Masterson's has been a Louisville tradition for over 65 years. During those 65 years we have grown from Louisville's original curb side restaurant (The Hollywood Steakhouse) to an 1100 seat multi purpose Special Event and Conference Center as well as Louisville's largest and best off-premise caterer. At our facility located in the Historic Old Louisville District there are 5 special event rooms seating from 20 to 400 guests. Off premise we cater to groups of any size.

#### Service Labor Fees

Because every event is unique and requires different levels of service, service labor fees will vary depending on the duration and size of event, type of service and the location of the event. **Following are some average service labor fees based on two hour event duration. For each additional hour of event time, add \$.50 per guest to the averages below and this will give you the estimated service labor fees for your event.**

<u>Service Style</u>	<u>At Masterson's</u>	<u>Off Premise</u>
Breakfast, Lunch or Dinner Buffet	\$4.00	\$5.25
Hors D'oeuvres Reception	\$3.50	\$4.75
Plated Dinner	\$4.50	\$6.50
Bartenders (per 75 guests)	\$75.00	\$105.00
Site Chef Fees per Chef Required	\$40.00	\$80.00

**Service Labor Fees include china, silver, glassware and table linens** for your guest tables and catering displays. Setup time immediately prior to the event and cleanup immediately following service is also included in the above averages.

#### Delivery Only

For orders that only delivery of the food product is involved and no service labor is required to remain with your event. Disposable service ware is included with all menu pricing for deliveries. **No linens, china, real flatware or non disposable equipment can be part of a delivery only event** however we will be happy to put you into contact with a rental company should you require such equipment but not require service staff onsite with your event.

An \$18.00 delivery fee applies to deliveries Monday through Friday 6am to 2pm. For deliveries after 2pm during the week and all day on Saturdays and Sundays a delivery fee of \$35.00 will be charged. Out of county deliveries may incur additional delivery fees.

#### Gratuities

Gratuities are optional. Our service staff appreciates gratuities very much but they are not expected and should never be solicited by our staff.

#### Room Capacities and Minimum Food and Beverage Sales Required

Room	Maximum Seating Rounds/DanceFloor/Theater Style	Minimum Friday Night & Saturday Food and Beverage Sales Required Minimums may apply on holidays
Nicholas	400/300/700	\$3800.00
Falcon	200/180/350	\$1900.00
York	150/120/100	\$1000.00
Atrium A/B and Bar	---150---	\$1500.00
Atrium A/B	120/90/150	\$1000.00
Atrium B	90/60/150	\$650.00
Atrium A	40/24/50	\$350.00

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## Off Premise Locations General Information

Masterson's is a preferred, fully licensed and insured caterer at the following locations, as well as many other fine locations in town.

### Central Locations

The Olmsted	899-7670
Whitehall House and Gardens Farmington	897-2944
The Louisville Zoo	451-1710
The Clifton Center	451-0440
Louisville Exec. Aviation Hangar	896-8480
	292-4800

### Downtown Area

Frazier Historical Arms Museum	412-2280
Glassworks Museum & Lofts	584-4510
The Starks Court	587-5535
Slugger Museum	588-7227
Louisville Science Center	561-6100
Old Medical School Ballroom	589-2001
Mellwood Arts Center	895-3650
KY Art and Craft Gallery	589-0102
Conrad Caldwell House	636-5023
Muhammad Ali Center	584-9254

### Riverside Locations

Captains Quarters Riverside Grill	228-1651
CQ Princess Yacht Charters	228-1651
Spirit of Jefferson Riverboat	574-2992
Belle of Louisville Riverboat	574-2992
The Water Tower	896-2146
Riverside, Farnsley Moorman Waterfront Park	935-6809
	574-3768

### East Louisville

Yew Dell Gardens	241-4788
Locust Grove	897-9845
Jeffersontown Community Center	266-5949
Lake Forest Lodge	245-5253
Owl Creek Lodge	244-2550
The Waldeck Mansion	241-6550

### Other

My Old Kentucky Home	(859)	259-4219
Pleasure Valley Lions Club	(502)	448-9941
KY History Center	(502)	564-1792
State and Local Parks		

### Other Facilities

Other potential facilities include tented events, at your home, warehouses, aircraft hangars, houseboats, farms, rooftops and parking garage tops. We can make any facility look just the way you want!

### Facility Fees

Most facilities charge a flat rate for the usage of their facility. This fee is billed directly to you by the facility. Some facilities charge a percentage based on your catering fees. This fee will be added to your catering billing and paid to the facility by Masterson's. Please contact the facility you book for the current rate percentages and prices.

### Minimums

The following off site food and beverage minimums apply if service staff is required to remain with your event: Sundays through Thursdays \$350.00 & on Fridays and Saturdays \$450.00. There is a \$50.00 minimum for delivery only events before 2:00 P.M. (+ delivery fee). There is a \$100 minimum food and beverage purchase for delivery only events for all other delivery days and times.

### Facility Equipment

Some Facilities have tables and chairs available for your use included with the rental fee. If additional tables, chairs, tents or other equipment is needed, one of our event coordinators would be happy to make arrangements for them.

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## Served Beef Entrees

All entrees are served with a choice of soup or house salad or Caesar salad, suggested side items, fresh brewed iced tea and coffee, appropriate breads and butter

### Beef Entrees

#### **Blackened Petite Beef Shoulder Tenderloin**

Grilled then sliced into medallions, beef shoulder tenderloin served over smashed red potatoes topped with chutney and fried onion ribbons and grilled pepper medley. \$18.00

#### **Cajun Rubbed Slow Roasted Prime Rib**

Tender cut of Prime Rib served with horseradish cream, duchess piped potatoes and sautéed mushroom medley with roasted red peppers (minimum order of 20 prime rib dinners per function) \$24.00

#### **Filet Mignon Au poive**

Tender 7 oz filet encrusted with cracked peppercorns over wilted spinach with a Merlot sauce, garlic smashed potatoes, snap peas and baby carrots \$35.00

#### **Filet and Lobster Béarnaise**

7 oz of the finest cut of beef topped with tender lobster claw meat over wilted spinach drizzled with a rich Béarnaise sauce served with twice baked new potatoes \$43.00

#### **Braised Short Rib**

Fall of the bone beef short rib served over Yukon gold mash with pot roast vegetables \$16.00

#### **Heaven Beef Trio**

All Angus certified trio of beefs...3oz filet with over sautéed spinach, sliced pepper encrusted New York strip over fried onion and chopped sirloin burger over horseradish whipped potatoes with mushroom demi. \$27.95

#### **Petit Filet with Grilled Alaskan Salmon**

A generous cut 5 oz filet with grilled fresh salmon served with jasmine rice and blanched green beans with roasted red pepper \$32.00

#### **Rib Eye & Grilled Jumbo Shrimp**

9oz rib eye steak topped with two U10 shrimp, beurre blanc, served with grilled mixed vegetables and horseradish whipped potatoes \$42.00

#### **Petite Beef Shoulder "Tournedos" and Chicken Picatta**

Two tournedos style medallions of beef over sliced baguettes with Rossini sauce and sliced chicken breast picatta with a lemon caper beurre blanc over green asparagus \$17.00

#### **Rosemary Lamb Chops and Chicken Parmesan**

Twin grilled petite lamb chops with rosemary rub served with baked chicken breast parmesan over linguine with broccoli and carrot medley \$19.00

### Pork Entrees

#### **Pork Shanks with Sage and Rosemary**

Two tender mini pork shanks over corn bread dressing with sage and rosemary sauce and fresh green beans. Garnished with roasted cranberries \$19.95

#### **Smoked Maple Pecan Pork Loin**

House smoked pork loin medallions with maple pecan glaze, derby grits and stuffed zucchinis \$15.00

#### **Kentucky Bourbon Glazed Pork Filet**

Grilled boneless peppered pork chop wrapped in wood smoked bacon, grilled and finished with a Makers Mark bourbon glaze, garlic smashed potatoes and fresh sautéed green beans \$15.75

#### **Grain Mustard Crusted Chop**

10oz French cut roasted pork chop with fig and apricot glaze, blue cheese gratin potatoes in puff pastry and broccoli crowns \$22.00

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## Served Poultry Entrees

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### Chicken Coq Au Vin

Two puff pastry shells filled with quartered mushrooms, shallots, pancetta, pearl onions brandy demi-glace and seasoned chicken. This classic dish is served with crisp green beans \$18.00

### Chicken Breast Chardonnay

Boneless fresh breast with a light white wine cream sauce, roasted herb new potatoes and Fresh sautéed green beans \$12.25

### Chicken Florentine

Pan seared breast with spinach and bread crumb topping, classic mornay sauce. Parmesan polenta and stuffed zucchini \$14.45

### Tex Mex Chicken

Sliced chicken breast breaded in tri color tortilla with green chili Mole' served with Spanish rice \$10.50

### Bourbon BBQ Chicken

Grilled breast glazed with a Kentucky Bourbon sauce. Garlic smashed potatoes and slow simmered green beans with ham and onion \$11.75

### Chicken Walnut Plum

Lightly battered and fried breast topped with an Asian sesame plum sauce and toasted walnuts, served with sautéed snow peas and julienne carrots and fried fingerling potatoes \$13.95

### Chicken Fontina

Braised breast of chicken with sautéed spinach, country ham and Fontina gratinée served with roasted asparagus and seasoned new potatoes \$13.50

### Classic Marsala

Fresh sautéed breast deglazed with Marsala wine, mushrooms and chives served over fettuccini with sautéed green beans and portabella mushrooms \$12.50

### Baked Parmesan

Fresh mozzarella and shredded parmesan over a fresh boneless breast with an Italian herbed tomato sauce over angel hair pasta with steamed broccoli florettes \$13.50

### Napa Valley Stuffed Chicken Breast

Stuffed with sun dried tomatoes, artichokes and Reggiano cheese with a rosemary tomato sauce, garlic smashed potatoes and julienne vegetables \$14.25

### Chicken Breast Piccata

Fresh boneless breast sautéed in lemon butter sauce with mushrooms and capers, over angel hair pasta with fresh steamed vegetables \$11.95

### Cordon Bleu

Lightly dusted and baked stuffed with smoked ham and Swiss cheese drizzled with sauce supreme with garden vegetable rice and steamed broccoli & cauliflower \$15.00

### Chicken Oscar

Fresh boneless breast sautéed and topped with crab meat and asparagus tips with sauce béarnaise and tri-color penne pasta with red pepper cream \$16.95

### Roasted Turkey Breast & Cornbread Dressing

Tender fresh roasted sliced turkey breast served over cornbread dressing with stuffed zucchinis and roasted cranberries \$14.00

### Classic Kentucky Hot Brown

Baked fresh turkey breast on toasted French bread topped with Mornay cheese sauce, crisp bacon & sliced tomato garnished with steamed broccoli and fresh parmesan \$13.50

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## Served Seafood, Pasta & Vegetarian

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### Seafood Entrees

#### **Potato Crusted Grouper**

8 oz Served over green and white asparagus and chive butter sauce \$18.95

#### **Champagne Salmon**

8oz Grilled salmon filet with a champagne dill sauce, wild rice pilaf and julienne vegetable medley \$17.95

#### **Crab cakes with Dill Garlic Aioli**

Two Pan fried crab cakes with roasted new potatoes and fresh broccoli florettes \$24.00

#### **Pan Seared Tilapia**

Pan seared rain forest tilapia topped smothered with grilled peppers and onions over creamy risotto \$10.50

#### **Athenian Cod**

Atlantic Cod topped with Feta cheese, sliced olives and tomatoes served with fresh crisp green beans and a parmesan tomato crown \$13.95

#### **Grilled Shrimp**

Five grilled colossal U10 shrimp over bacon fennel risotto \$19.50

#### **Salmon Oscar**

8oz Grilled Salmon Filet topped with fresh crab, asparagus and a lemon buerre blanc served with mushroom cut herbed new potatoes \$22.00

### Pasta Entrees

#### **Classic Italian Baked Lasagna**

Fresh made lasagna casserole served with sautéed medley and fresh garlic bread \$11.50

\*Vegetarian Lasagna available

#### **Rajun Cajun**

Penne pasta tossed in a spicy cream sauce with grilled chicken breast, fresh spinach and shredded parmesan cheese \$11.50

### Vegetarian Entrees

#### **Gnocchi Gorgonzola**

Tender potato pillows are tossed with asparagus tips, red onions, yellow squash, and forest mushrooms. Tossed with a rich Gorgonzola cream sauce and shredded parmesan. \$12.00

#### **Stuffed Portabella**

Grilled jumbo portabella mushroom filled with julienne vegetables marinated in a teriyaki sauce, seasoned and roasted, served with wild rice pilaf with Feta cheese and pine nuts \$11.00

#### **Tortellini Primavera**

Cheese tortellini with fresh broccoli, zucchini, peppers and sun dried tomatoes tossed with fresh pesto \$11.95

#### **Portabella Raviolis**

Topped with a red pepper marinara and served with fresh steamed vegetables \$12.50

#### **Sesame Noodle Salad (Served Chilled)**

Slivered carrots, julienne tri color peppers, shitake mushrooms, fresh ginger and Thai noodles are tossed with sesame oyster sauce. Served in a lettuce nest and tossed with sliced almonds. \$11.95

#### **Mediterranean Sampler**

Spinach and phyllo pie; rice, raisin and pine nut stuffed grape leaves with avglemono sauce; and skewered grilled vegetables \$12.95

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## Dessert Selections

Tiramisu Torte.....	\$4.50
Cheesecake with Fresh Berries and Melba Sauce.....	\$3.00
Double Chocolate Decadence Cake.....	\$5.75
Banana Fosters Cheesecake.....	\$5.75
Baked Apple Dumpling with a Cinnamon Glaze.....	\$3.30
Turtle Cheesecake.....	\$5.75
Carrot Cake.....	\$3.50
Peach Cobbler.....	\$1.95
Apple Pie.....	\$1.95
Cherry Pie.....	\$2.25
Pumpkin Pie.....	\$1.85
Iced Sheet Cake.....	\$1.50
Strawberry Shortcake.....	\$2.70
Chocolate Cake with Chocolate Ganache.....	\$3.00
Chocolate Cup with Fresh Berries and Mint Whip Cream.....	\$4.20
Bourbon Custard Bread Pudding.....	\$2.00
Key Lime Custard Pie.....	\$3.75
Big Blitz Snickers Pie.....	\$4.25
Baklava.....	\$2.75
Pecan Pie.....	\$1.85
Chocolate Mousse.....	\$1.75
Kentucky Bourbon Pie with Mint Whipped Cream.....	\$2.75
Mini Chocolate Volcano with Fresh Berries and Chocolate Ganache.....	\$4.50
Deep Dish Caramel Granny Apple Pie.....	\$4.50
Fruit Crepes, Anglaise Sauce.....	\$2.25
Rice Pudding with Dried Cranberries and Cherries.....	\$2.25
Cinnamon Raisin Bread Pudding with Bourbon Caramel Sauce.....	\$2.00
Chocolate Trio (Dark Chocolate Tart, White Chocolate Mousse, Milk Chocolate Truffle).....	\$4.50

## Petite Sweets, Bars & Cookies

We suggest at least 2 pieces per person of finger desserts or cookies.

Fudge Nut Brownies	\$ .90	Chocolate Bourbon Pie Squares	\$ .85
Macaroon Scrumptions	\$ 1.05	Tiger Brownie	\$ .90
Lemon Bars	\$ .75	Triple Berry Crumble	\$ 1.25
Chocolate Chip Cookies	\$ .65	Assorted Filo Pastries	\$ 1.25
White Chocolate Macadamia Cookies	\$ .75	Irish Cream Bars	\$ 1.25
Chocolate Dipped Strawberries	\$ .85	Chocolate Cream Puffs	\$ .95
Assorted Gourmet Cheesecake Cups	\$ 1.45	Petit Fors	\$ .95
		Chocolate Truffles	\$ .95

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## Liquor Services

### Host Sponsored Bar Packages

The sponsor of the function pays for liquor based on the number of guests over 21 years of age in attendance. If more than 10% of the guest count is under 21 then a package price is not an option. Prices include mixers, bar fruit, glassware and ice. Bartender fees will be based on the number of bartenders required and the length of the event.

	<u>1 Hour</u>	<u>2 Hour</u>	<u>3 Hour</u>	<u>4 Hour</u>
Open Beer/Wine/Soda Bar-----	\$ 6.00	\$9.00	\$10.50	\$12.00
Open House Brands Bar -----	\$ 6.00	\$ 9.00	\$11.50	\$13.25
Open Call Brands Bar -----	\$ 8.00	\$11.50	\$14.50	\$16.00
Open Premium Bar-----	\$ 10.00	\$14.00	\$18.00	\$20.50
Open Under 21 Soda Bar -----	\$ 1.25	\$ 2.25	\$ 3.00	\$ 3.50

### Cash Bars

The sponsor of the function will pay bartending service fees but guests will be asked to pay individually for the drinks. Cash bar drink prices include sales tax.

Domestic Beers \$4.00, Import Beers \$5.00  
House Wines \$4.00, Call Wines \$5.00, and Premium Wines \$6.00  
House Liquors \$4.00, Call Liquors \$5.00, and Premium Liquors \$6.00  
Soft Drinks \$1.25

### House Brands Bar \$3.00 per drink if billing is based on actual consumption

Early Times Bourbon	Crane Lake Chardonnay, White Zinfandel and Merlot
Glenmore Vodka	2 Selections of Popular Brand Domestics
Glenmore Gin	(Budweiser, Bud light, Miller Lite, MGD, Miller, Coors
Barton Rum	Light, Coors, Rolling Rock, Michelob, Michelob Ultra)
Montezuma Tequila	

### Call Brands Bar \$4.50 per drink if billing is based on actual consumption

Jim Beam or Old Forester Bourbons	Jacobs Creek Chardonnay, White Zinfandel and Cabernet
Dewar's Scotch	or Fetzer Sun Dial Chardonnay, Merlot and White
Seagram's 7 Blend	Zinfandel
Smirnoff Vodka	2 Popular Brand Domestic Beers (\$3.00)
Tanqueray Gin	1 Popular Brand Imports or Specialty Brews
Amaretto Di Saronno	(Heineken, Corona, Samuel Adams, BBC)
Bacardi Light Rum	

### Premium Brands Bar \$6.00 per drink if billing is based on actual consumption

Makers Mark, Woodford Reserve	Jekel Chardonnay,
or Sam Houston Bourbons	Michel Picard Beaujolais Villages
Canadian Club Blend	2 Popular Brand Domestic Beers (\$3.00)
Stoli or Absolute Vodka	Popular Brand Imports/Specialty Brews (\$4.00)
Beefeaters Gin	(Heineken, Corona, Samuel Adams, BBC)
Bacardi Dark Rum	

### Super Premium Bar – Hosted Package Pricing Only - \$30.00 1<sup>st</sup> Hour/ \$20.00 additional hours

Jefferson Reserve Very Old Bourbon	Villa Maria Riesling
AH Hirsch 16 Year	Sonoma Cutrer Les Pierres
Bombay Sapphire Gin	Kendall Jackson Cabernet Sauvignon Grand Reserve
Grey Goose Vodka	Tattinger Cuvee Prestige Rose
Herradura Blanco Tequila	Hosts choice of 2 domestic and 4 imported beers
Appleton Estate 12 Year Rum	

*Additional wine and beer selections available*

Prices do not include bartender fees, sales tax or off premise facility commissions.

# Masterson's Catering & Masterson's Special Event and Conference Center

## Frequently Asked Questions

### ***I'm not finding exactly what I want on your menus. Do you offer anything else?***

Absolutely! In fact, we encourage this question. It is nearly impossible to list all of the cuisines and styles we have experience with. These menus, while extensive, are meant to be a general guideline. If your event is theme dependant, if you have family recipes you would like for us to execute, or if you have special dietary needs, please do not hesitate to ask. We love to mix it up.

### ***I want to provide my own alcohol for my event, may I do that?***

If the facility at which you are having your event allows you to provide your own alcohol then that is your prerogative. However, if your event is at a Masterson's owned facility, state and local liquor license laws do not allow for you to provide your own alcohol.

If your event is at a facility that does allow you to provide your own, and, you would like to use Masterson's services (bartenders, liquor licensing, glassware, ice, bar fruit, non alcoholic basic mixers, bar equipment etc) then there will be fees associated with providing those service both for the bartending personnel and for the equipment and licensing.

Typically for a full bar (Beer, Wine, & Liquor) for a 4 hour event, these fees would be \$5.00 per guest + bartenders  
Typically for a beer and wine bar only for a 4 hour event, these fees would be \$3.00 per guest + bartenders

You must deliver the product to the event location at a time coordinated by that location. Masterson's will not be responsible for faulty equipment provided by others (examples of problem equipment would be keg dispensing equipment or frozen drink machines). If you are providing specialty dispensing equipment then please have the vendor providing the equipment be onsite to train our personnel on proper use.

### ***Do you include gratuity or should I add a gratuity?***

We do not add a gratuity charge to your billing unless you request for us to do so. Your service labor fees or service charges are meant to cover the hourly wages, taxes and benefits of the service personnel required to work your event.

The service staff certainly appreciates any additional gratuities you may choose to add. Many of our clients often do but in no way are additional gratuities expected by the staff.

If you do choose to add a gratuity, any amount are greatly appreciated and keep in mind, this is not a restaurant style situation. Staff is paid well above minimum wages and do not expect an obligatory 20% gratuity as you might do in a restaurant situation. It is often best to take into account the # of personnel servicing your event and multiply that by a dollar amount you feel comfortable with.

Gratuities may be paid directly to the service captain managing your event or added to the billing or sent post event. If sent post event please be sure to include the name and date of the event.

Once gratuities are paid to the service personnel they may not be refunded.

### ***Do you require a deposit?***

If your event will be taking place at Masterson's location then yes, a deposit is required in order to confirm the space. This deposit is non refundable. The reason that the deposit is non refundable is because once we confirm your event with a deposit, we no longer sell that space to potential buyers and should you cancel then we have potentially lost an opportunity to fill that space with another special event.

If your event is to be held at a location other than Masterson's then deposits may or may not be required depending on anticipated event demand on the date of your event and the anticipated pre event costs we may incur due to the style and nature of your event. A deposit may not be required at the time of booking but that is not to say that a deposit will not be required at some point prior to final payments. At any point in the planning process Masterson's may ask you for a deposit. In many cases, unlike if your event is held at Masterson's, if you should have to cancel your event then your deposit will be mostly if not all, refundable. Should we incur any substantial pre event costs such as multiple site visits, prop production, or equipment purchases specific to your event, prior to cancellation then you will be billed for those costs.



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## ***What are your final payment terms?***

For all non corporate and non institutional clients the following terms apply....

- Full payment of the entire anticipated bill is expected 3 business days prior to the event.
- If payment will be made by personal check then full payment of the anticipated bill must be made 10 days prior to the event to insure the necessary funds are available in your account.
- Payment inside of 10 days must be made by cash, cashiers check, certified check or credit card.
- In some cases, final billing amounts may not be available until after the event. In these cases, a valid credit card must be on file with Masterson's to secure payment of these post event charges. One example of this would be bar billing that is based on consumption.
- Some corporate events may not be eligible for direct billing. This is especially true of corporate clients that we have not had previous business relationships with.

## ***What decorations are included?***

Typically no guest table centerpieces or buffet centerpieces are included in our catering fees. However, many of our proposals are custom and may include centerpieces, props or miscellaneous event displays. Your proposal or quote will make note of all inclusions.

## ***Who can we use for entertainment if the event is at your facility?***

Anyone and anything that is legal. We do need for you to inform us who you will be using though and provide us a contact #.

## ***Do you have specific recommendations for entertainment, florists, décor companies, etc?***

We do have a list of local and regional vendors for these services and many other event services. The vendors on this list are all ones which we have previous experience with however we will not guarantee the quality of their work. This list can be provided to you as a convenience. Louisville is rich with professional event services and we will in no way insist that you use any one in particular. **We do not, nor have we ever accepted or paid commission payments to any vendor in exchange for positive recommendations or referrals.**

## ***Do your rooms at Masterson's have wireless access?***

Yes, and it is free. You are required to give us 3 days notice if you will require it though so that we may test our equipment.

## ***Do you allow wedding ceremonies at your facility?***

Yes if the ceremony will be followed by a reception at our facility. If the ceremony requires additional event rooms separate from your reception room then the fee for use of that space (2 hours) is half of the normal food and beverage minimum required for that room. No matter what, we cannot guarantee rehearsal time prior to the event date more than one week prior to the event.

## ***Do you have tents, rental tables, rental chairs, rental dance floors etc.?***

No we do not but we do in most cases handle all of those arrangements for you. We use reputable local rental companies for those services. We do charge a 5% service charge for coordination and billing of rental equipment.

## ***What time will you set up?***

Every event has different requirements. In most cases, if your event is a full service event and it is being held at our third street location, we will begin setup 2 hours prior to the scheduled guest arrival. In most cases, if your event is full service and is being held off our premises, we will begin setup roughly 3 hours prior to the event. If for whatever reason you require an early setup time you need to inform your event coordinator prior to the quote or proposal process. There will be additional fees for early setup arrangements and sometimes early setup may not be available.

## ***Do I need to sign a contract?***

You do need to sign our initial "Event Confirmation" and our "Policies" pages and return the signed copies to your event coordinator. Your event confirmation is to show you what information we have down for the event and should be used as a document for you and your event coordinator to reference in the planning process. Events are a work in process from initial contact up to the event date and many revisions may be made to your Event Confirmation. The purpose of the Event Confirmation is again, to show you the information we plan to execute so please pay particular attention to dates, times, and menus to insure that there were no communication errors between you and your coordinator. Signing the policies page acknowledges that you are clear on and agree to our various event policies.

In some cases, event confirmations may not be required to be signed and returned. In most cases verbal and electronic orders are considered binding. If you have to cancel an order that you placed please do so verbally with your event coordinator or via confirmed email.

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## *What are Site Chef Fees?*

On site chefs fees apply to all plated dinner functions held at locations other than our Third Street Location as well as events requiring onsite menu preparation or assembly that typical service staff does not have either the required skills or time to perform given their standard service duties on an off premise event. These fees also apply to display cooking stations (pasta, carving, sauté, etc.

## *My event is not in Jefferson County. Is pricing the same?*

Masterson's caters to all areas of the state as well as Indianapolis, Cincinnati, and all points between. Certain minimums will apply and will have to be assessed on an individual event basis. There are additional costs involved with catering at a great distance from our home county. However, no local caterer is better equipped and more experienced with catering at great distances from their primary production kitchens.

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