



PRIVATE DINING ROOM ARRANGEMENTS

Thank you for considering Smith's Landing Seafood Grill for your upcoming event.
Our vibrant atmosphere & menu will dazzle your guests.

RESERVATIONS

RIVER ROOM

Available to host up to 24 guests for a private function 7 days a week for lunch or dinner.
– Plated function only. Buffet-style functions are only available in Delta or Marina Room. –

MARINA ROOM

Available to host up to 120 guests* for a private function 7 days a week for lunch or dinner.
– Actual maximum guest count determined once details of the event are discussed. ie. plated or buffet menu, dance floor, DJ, photo booth set up in space. –

DELTA ROOM

Semi-Private location as the space does not have doors. No Live Music or DJ Allowed. Available to host 50 guests for lunch Monday- Saturday and dinner Monday - Sunday
– (Exception: room is not available Friday and Saturday evenings during the month of December.) –

A SIGNED CONTRACT & CREDIT CARD NUMBER ON FILE IS REQUIRED TO SECURE YOUR SEMI - PRIVATE / PRIVATE RESERVATION.

HOURS & MINIMUMS

A minimum food & beverage charge applies to events in our River Room, Marina Room & Delta Room. In addition, all food and beverage is subject to a 20% service charge (gratuity) and current sales tax.

DAYTIME

RIVER ROOM

Monday - Thursday: 3 hours, \$300 food & drink minimum
Friday, Saturday & Sunday: 3 hours, \$500 food and drink minimum

MARINA ROOM

Monday - Thursday: 3 hours, \$500 food & drink minimum
Friday, Saturday & Sunday: 3 hours, \$1000.00 food & drink minimum

DELTA ROOM

Monday - Thursday: 3 hours, \$400 food & drink minimum
Friday & Saturday: 3 hours, \$700 food and drink minimum

All private dining daytime reservations must start no later than 1:30pm.

EVENING

All private dining reservations starting 2pm or later will be considered an evening function.

RIVER ROOM

Monday - Thursday: 4 hours, \$500 food & beverage minimum

Friday - Sunday: 4 hours, \$1000 food & beverage minimum

DELTA ROOM

Monday & Tuesday: 4 hours \$400 food & beverage minimum

Sunday, Wednesday & Thursday: 4 hours \$550 food & beverage minimum

Friday & Saturday - 4 hours. \$1250 food & beverage minimum

– Not available on Friday and Saturday nights during the month of December. –

MARINA ROOM

Monday & Tuesday: 4 hours, \$600 food & beverage minimum

Wednesday & Thursday: 4 hours, \$750 food & beverage minimum

Friday - Sunday: 4 hours, \$1750 food & beverage minimum

ALL DAY MEETINGS

RIVER ROOM

Available Only Monday thru Friday: 8am - 4pm: \$600 food & beverage minimum.

MARINA ROOM

Available Only Monday thru Friday: 8am – 4pm: \$1250 food & beverage minimum.

MENU SELECTIONS

All food & beverage must be provided through Smith's Landing Seafood Grill

The cost per person is based on your choice of menu items. We ask that your menu & the details of your banquet be completed a minimum of fourteen (14) days in advance of your event. We can accommodate a buffet-style brunch, lunch or dinner for groups of 30 or larger.

PLATED LUNCH & DINNER

For groups up to 54 guests, we will create a custom menu for your group to order from the day of your event. For groups 55 – 96 you must pre order entrées to be served to your guests and provide color coded place cards, so our staff will know who will receive which entrée the day of your event.

Our seated 2 & 3 course lunch menu includes dessert. Should you wish to also bring in your own dessert such as a special cake, there will be no dessert carry-in fee charged.

For 3 course plated dinner functions, if you would like to provide your own dessert (from a licensed, commercial bakery) we will deduct \$3 from the 3 course plated dinner price.

BUFFET LUNCH & DINNER

For buffet & appetizer type functions if you choose to bring in your own dessert, such as cake, cookies, cupcakes or any other type of dessert, there is a \$2.00 per person charge (excluding sales tax). We will be happy to present, plate & serve your dessert for your group as well as take care of all plate, utensil & clean up needs.

PROVIDING YOUR OWN DESSERT

Due to Health Department regulations, foods other than those prepared in a licensed commercial bakery cannot be served.

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BEVERAGES

DELTA ROOM / MARINA ROOM

All private functions will have a bar set up in the room unless you do not want any alcoholic beverages offered during your event. The main bar in the restaurant is to serve our dining guests, not guests attending a private function. We request that guests attending your function do not go to the main bar to purchase alcoholic beverages.

We do charge a \$100 bar set up fee for your function in the Marina Room or Delta Room. However, should you choose a hosted bar or to host wine, beer and non-alcoholic beverages the fee will be waived. For a no-host bar, the \$100 fee will be added to your final bill.

FOR NON-HOST BARS ALL TRANSACTIONS MUST BE IN CASH SO PLEASE INFORM YOUR GUESTS PRIOR TO YOUR EVENT.

RIVER ROOM

Your server will place all orders and retrieve beverages from our main bar.

NON-ALCOHOLIC BEVERAGES \$3.25 PER GUEST* (UNLIMITED)

Pepsi, Diet Pepsi, Mug Root Beer, Sierra Mist, Dr. Pepper, Soda Water, Iced Tea, Lemonade,
Coffee & Tea

– *Included with Plated Lunch events. –

CHAMPAGNE / SPARKLING CIDER TOAST \$5.00 PER PERSON

Celebrate your special occasion with a champagne toast! You may also choose to upgrade your toast by selecting one of our sparkling wines listed on our wine list. Price of toast will be based on bottle price and the number of bottles needed.

WINE SERVICE

If you choose to host wine, please refer to our wine list for our current offerings. For groups larger than 50 guests please ask your coordinator about special pricing. Please note we do not allow outside wine to be brought in for your private function. We recommend selecting 1 white and 1 red to offer your guests. During your banquet we will only open 1 bottle at a time as need.

Any leftover wine can be recorked and taken home by the Host at the end of the evening.

Smith's Landing Seafood Grill offers an extensive inventory of wine with a variety of styles and prices that is an essential part of our offerings. Therefore, we do not allow wines to be brought in for private parties.

BEER

Because we do not have a fully stocked bar with beer taps in the banquet room, we request that you offer 2-3 bottled beer selections only. Please ask your banquet manager for our current bottle offerings.

ROOM RENTAL FEE & RENTALS

When your event requires a room set up other than what is currently available at Smith's Landing a \$600 room rental fee will be charged. This is to assist in covering the costs of set up / tear down, rental tables and linens to host your gathering. We offer the following equipment

rentals: LCD Projector- \$50.00 Screen- \$25.00 Bluetooth Speaker - \$25.00

– Additional equipment available - please ask your coordinator for a price quote. –

CHANGES AND SUBSTITUTIONS

Smith's Landing Seafood Grill reserves the right to make any appropriate food or wine substitutions should the original items become unavailable.

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DECOR & DAY OF EVENT SET UP

Our banquet coordinator, prior to your event, must approve all of your event music, decorations & accessories.

No confetti, birdseed, rice, glass beads, small candies, etc. may be placed on tables or on any surface in the room. Should this occur, a cleaning fee of \$300 will be charged.

If needed, our Marina Room / Delta Room will be available sixty (60) minutes prior to the event for additional set up. The River Room will be available thirty (30) minutes prior. Only the Planner & two others guest may have access to the room. For wedding receptions in the Marina Room please work with our banquet coordinator regarding your set up needs.

PLEASE NOTE: NO TAPING, TACKING OR STAPLING ON ANY SURFACE IS ALLOWED.

SALES TAX & TIPPING POLICY

A 20% SERVICE CHARGE (GRATUITY) AND CURRENT SALES TAX WILL BE ADDED TO YOUR FINAL BILL. PER THE REQUIREMENTS OF THE STATE OF CALIFORNIA, THE SERVICE CHARGE IS TAXABLE.

GUEST COUNT GUARANTEE / CANCELLATION POLICY / PAYMENT TERMS

A guaranteed number of guests is required by 11am seven (7) business days prior to your event for functions in the Marina Room or Delta Room. The guaranteed number of guests for the River Room is required by 11am two (2) business days prior. Charges are based on the number of guests guaranteed or the actual number of guests exceeding guarantee given, whichever is greater.

If a guaranteed count is not received by the time frame listed above, the number of guests originally provided shall serve as your guarantee.

We require a signed copy of the River Room/Marina Room/ Delta Room contract along with a credit card number to secure your reservation. Your credit card is not charged unless you cancel your reservation without proper notification. Events cancelled less than fourteen (14) business days prior to your event shall be charged 50% of the Food and Beverage minimum as specified in the Hours & Minimums section. Events cancelled less than five (5) business days prior to your event will be responsible for 100% of the charges as stated in the Hours & Minimums section.

Payment in full is due at the conclusion of your event.

Anytime after 7 days from your event, your head count may increase but not decrease.

We are unable to accept personal checks as payment.
Business checks are only acceptable if approved ahead of time by your banquet coordinator.
For parties of 20 or less, you have the option to pay separately.
Parties of 21 or more will be presented with one check.

Lynn Tei - Banquet Coordinator
Private Banquets: 925-963-9649

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1 Marina Plaza, Antioch, CA 94509