

BELFRY INN & BISTRO



PRIVATE EVENTS AT THE BELFRY

6 Jarves Street
PO Box 2211
Sandwich, MA 02563
Phone: 508.888.8550

HISTORY OF THE ABBEY



A stunning setting for your next event, the Abbey Building is the home of the Belfry Inn & Bistro. Built in 1901, it was the third Catholic Church in Sandwich.

The interior of the Abbey was transformed from an open space with an aisle leading to an altar, with sixteen sets of pews on each side, to an intimate dining space. A second floor was added providing space for four guestrooms and additions on the two rear roofs provided two additional rooms. The Abbey is an architectural and aesthetic tour de force. This grand space has been segregated ingeniously and imaginatively into dining and lodging spaces. Guests and dining patrons enter into a soaring space, warmly lit with retrofitted ecclesiastical lighting, handsomely accented by ground level amber stained-glass windows.

A wonderfully unique space that is the perfect backdrop for your event, the Abbey has been an integral part of numerous celebrations. A warm, inviting and memorable space that will leave you and your guests with many fond memories for years to come.

RECEPTION HORS D'OEUVRES

Priced per piece, minimum 25 pieces per selection.

Cold Passed

Herb Crusted Sirloin | \$4

Gorgonzola Crème, Garlic Crostini

Chilled Poached Gulf Shrimp | \$4.50

Horseradish Cocktail Sauce

Fresh Mozzarella Skewer | \$3

Baby Tomato, Basil Pistou

Maine Lobster Slider | \$5.50

Brioche Bun, Tarragon Aioli

Local Cape Oysters | \$4

Mignonette, Cocktail, Lemon

Smoked Salmon | \$3.50

Potato Pancake, Crème Fraiche

Boursin & Raspberry | \$3

Endive Spear, Fresh Mint

Prosciutto & Asparagus | \$3

Olive Oil & Balsamic Syrup

Duck Liver Mousse | \$3.50

Balsamic Shallots, Grilled Bread

Ahi Tuna Poke | \$4

Wonton Shell, Seaweed, Chili Aioli

Hot Passed

Belfry Angus Slider | \$4

Gorgonzola, Aioli, Brioche Bun

Herb Lamb Lollipop | \$5.50

Mint Horseradish Sauce

Thai Vegetable Spring Roll | \$3

Mango Chili Dipping Sauce

Stuffed Littleneck Clams | \$3.50

Chorizo, Herbs, Garlic

Raspberry & Brie in Phyllo | \$3

Crispy and Flaky

Sesame Chicken Satay | \$4

Mongolian BBQ Dipping Sauce

Crispy Coconut Shrimp | \$4.50

Horseradish Marmalade

Maryland Style Crab Cake | \$4.50

Remoulade Sauce

Bacon Wrapped Scallop | \$4

Maple Syrup Drizzle

Baked Oyster | \$4

Parmesan, Smoked Bacon, Spinach

Prices and menu selections subject to change. Consumption of raw or undercooked fish or shellfish increases the risk of contracting food borne illness. All prices are subject to a 20% Administrative Fee and 7% MA Meal Tax.

STATIONARY DISPLAYS

Artisan Cheeses

Fresh Bread, Crackers, Jams, Dried Fruits, Nuts

\$8 per person

Cold Smoked Salmon

Capers, Red Onion, Crème Fraiche, Toasted Crusty Bread

\$11 per person

Lemon Hummus

Feta Cheese, Cured Olives, Ripe Tomatoes, Cumin Scented Pita Chips

\$6 per person

Organic Farm Vegetable Crudités

Blue Cheese Aioli, Calamata Olive Hummus

\$7 per person

New England Seafood

Jumbo Shrimp, Local Oysters, Littleneck Clams, Chilled Lobster

Citrus Cocktail Sauce, Red Wine Mignonette, Lemon

\$29 per person (\$22/person without Lobster)

Fresh Melons and Seasonal Berries

Mint Scented Organic Yogurt

\$7 per person

Vegetable Antipasto

Marinated Olives, Fresh Mozzarella, Tomato Basil Salad,

Grilled Vegetables, Balsamic Mushrooms

\$6 per person

Charcuterie

Country Pate, Sopressata, Prosciutto, Taleggio Cheese, Marinated Artichokes,

Olives, Roasted Garlic, Grainy Mustard, Grilled Crusty Bread

\$11 per person

Stationary Displays require a minimum of 20 guests. Prices and menu selections subject to change. Consumption of raw or undercooked fish or shellfish increases the risk of contracting food borne illness. All prices are subject to a 20% Administrative Fee and 7% MA Meal Tax.

PLATED DINNER

All Plated Dinners Include: Warm Rolls & Vermont Butter, Starter (Soup or Salad), Entrée, Dessert, Freshly Brewed Coffee, Decaffeinated Coffee, and Assorted Hot Tea.

Please choose one (1) starter (soup OR salad), two (2) entrées and one (1) dessert:

Soup

Littleneck Chowder

Oyster Crackers

Salads

Strawberry Salad

Organic Baby Greens | Almonds | Blue Cheese | Balsamic Vinaigrette

Classic Caesar Salad

Parmesan | Garlic Croutons | Classic Caesar Dressing

Mixed Organic Greens

Heirloom Tomato | Cucumber | Red Onion | Goat Cheese | Sherry Vinaigrette

Crab & Avocado Sphere

Parmesan Frico | Basil Oil | Lemon Aioli | Radish Sprouts

Desserts

Vanilla Bean Crème Brulee

Key Lime Tart

Chocolate Truffle Torte

(entrees on next page)

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PLATED DINNER

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Entrées

Napoleon of Grilled Vegetables

Mozzarella | Artichoke | Leek | Basil Pistou

\$48 per person

Garlic & Herb Roasted Chicken Breast

Fingerling Potatoes | Seasonal Vegetable | Wild Mushroom Jus

\$48 per person

Pancetta Pesto Roasted Chicken Breast

Fingerling Potatoes | Seasonal Vegetable | Wild Mushroom Jus

\$48 per person

Herb Roasted Salmon

Celery Root Mousseline | Seasonal Vegetable | Caramelized Onion | Cider Vin Blanc

\$48 per person

Crab Crusted Local Cod

Herbed Rice Pilaf | Seasonal Vegetable | Chive Beurre Blanc

\$48 per person

Porcini Dusted Scallops

Wild Mushroom Risotto | Seasonal Vegetable | Parsnip Crisp

\$65 per person

Filet Mignon & Spot Prawns

Yukon Potato Gratin | Seasonal Vegetable | Bearnaise and Bordelaise

\$65 per person

Grilled Hangar Steak

Pommes Gratin | Seasonal Vegetable | Wild Mushroom Confit | Bordelaise Sauce

\$54 per person

Spice Roasted Duck Breast

Wild Rice | Seasonal Vegetable | Blackberry Gastrique

\$65 per person

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DINNER BUFFETS

All Dinner Buffets Include: Warm Rolls & Vermont Butter, Freshly Brewed Coffee, Decaffeinated Coffee, and Assorted Hot Tea.

Create Your Own Dinner Buffet

Choice of 2 Entrées | \$52 per Person

Choice of 3 Entrées | \$60 per Person

Entrée Selections

Tortellini Pomodoro | Heirloom Tomato | Fresh Mozzarella | Basil

Herb Crusted Local Line Caught Cod Loin | Lemon Beurre Blanc

Seared Faroe Island Salmon | Warm Corn & Tomato Salsa

Lemon & Tarragon Free Range Chicken | Poultry Jus

Cider Roasted Organic Pork Loin | Calvados Jus

Salads (choose one)

Hearts of Romaine Caesar Salad | Shaved Parmesan | Croutons | Classic Caesar Dressing

Organic Greens | Cucumber | Baby Tomato | Aged Sherry Vinaigrette

Strawberry Arugula Salad | Almonds | Gorgonzola Cheese

Fresh Mozzarella, Basil & Vine Ripe Tomato Caprese

Buffet Dinners require a minimum of 25 guests and are designed for 90 minutes. Prices and menu selections subject to change. Consumption of raw or undercooked fish or shellfish increases the risk of contracting food borne illness. All prices are subject to a 20% Administrative Fee and 7% MA Meal Tax.

DINNER BUFFETS

Sides (choose two)

Season's Best Ratatouille Vegetables

Roasted Asparagus | Shaved Parmesan

Creamy Whipped Northeast Potatoes

Roasted Baby Potatoes | Fresh Herbs

Desserts (choose one)

Mini Fruit Tart | Fresh Chantilly Cream

Petite Key Lime Tart | Fresh Seasonal Berries

Mini Chocolate Mousse | Fresh Seasonal Berries

Chocolate Dipped Organic Strawberries

Enhancements

Chef Carved Sirloin of Angus Beef | Red Wine Sauce | Grain Mustard | Horseradish Cream
\$22 per person + \$150 Chef Attendant Fee

Chef Carved Angus Tenderloin | Mushroom Cabernet Jus | Grain Mustard | Horseradish Cream
\$29 per person + \$150 Chef Attendant Fee

Butter Poached 1 ½ Pound Maine Hard-Shell Lobster | Drawn Butter | Lemon
\$38 per person (one lobster per person)

Buffet Dinners and Enhancements require a minimum of 25 guests and are designed for 90 minutes. Prices and menu selections subject to change. Consumption of raw or undercooked fish or shellfish increases the risk of contracting food borne illness. All prices are subject to a 20% Administrative Fee and 7% MA Meal Tax.

BAR PACKAGES

Premium Brands

1st Hour | \$17
2nd Hour | \$14
Each Additional Hour | \$12

Deluxe Brands

1st Hour | \$19
2nd Hour | \$16
Each Additional Hour | \$14

Beer & Wine

1st Hour | \$16
2nd Hour | \$10
Each Additional Hour | \$9

Bloody Mary & Mimosa

1st Hour | \$16
2nd Hour | \$10
Each Additional Hour | \$9

Beer & Wine

Domestic: Coors Light, Bud Light

Imported & Craft: Cisco, Sam Adams, Sam Adams Light, Heineken, Amstel Light

Wines: Estancia Chardonnay, Boschetto Pinot Grigio, Simi Sauvignon Blanc, Trim Cabernet Sauvignon, Fontanelles Pinot Noir and Sparkling Wine

Premium Brands

Absolut Vodka, Tangueray Gin, Mount Gay Rum, Chivas Regal Scotch, Jack Daniels, Seagrams V.O., Cuervo Gold Tequila, Courvoisier V.S., Kahlua, Amaretto, Chambord, Drambuie, Southern Comfort, Grand Marnier, Cointreau, Irish Mist, Sambuca, Benedictine, Bailey's Irish Cream and Frangelico

Deluxe Brands

Belvedere Vodka, Bombay Sapphire Gin, Mount Gay Rum, Glenfiddich Scotch, Makers Mark, Crown Royal, Jose Cuervo 1800, Courvoisier V.S.O.P, Kahlua, Amaretto, Chambord, Drambuie, Southern Comfort, Grand Marnier, Cointreau, Irish Mist, Sambuca, Benedictine, Bailey's Irish Cream and Frangelico.

Prices and menu selections subject to change. All prices are subject to a 20% Administrative Fee and 7% MA Meal Tax.

DRINKS & WINE BY THE BOTTLE

Bartender Required at \$150 per Bartender (Cash Bar Only*). Please Allow for 1 Bartender per 100 Guests.

Hosted & Cash Bar Drink Prices

(Exclusive of Taxes and Fees)

- House Liquor | **\$9**
- Premium Liquor | **\$10**
- Deluxe Liquor | **\$11-\$14**
- House Wine | **\$9**
- Premium Wine | **\$10**
- Deluxe Wine | **\$13**
- Domestic Beer | **\$4.50**
- Premium Beer | **\$6**
- Local Craft Beer | **\$6**
- Soft Drinks | **\$3**
- Bottled Still Water | **\$4**
- Bottled Sparkling Water | **\$4**

Wine by the Bottle

Please ask for a current copy of our extensive list of wines available by the bottle.

*Charged for Abbey Rental and all other events held outside of normal Bistro hours.

Prices and menu selections subject to change. All prices are subject to a 20% Administrative Fee and 7% MA Meal Tax.

SITE RENTAL/CEREMONY FEES

THE ABBEY: MAY – DECEMBER EVENTS *(5 hour rental, max 100 ppl)*

Site Rental Fee, Saturday Evening **\$2,500**

Min \$10,750 F&B

6 Abbey Rooms, 2 night minimum

Site Rental Fee, Friday Evening **\$1,500**

Min \$7,500 F&B

6 Abbey Rooms, 2 night minimum

Site Rental Fee, Sun – Thurs Evening* **\$1,500**

Min \$5,500 F&B

6 Abbey Rooms, 1 night minimum

**Sunday Holidays will default to Saturday Evening rates and guidelines*

Site Rental Fee, Saturday Day* **\$1,250**

Min \$2,500 F&B

**Must end by 3pm*

Site Rental Fee, Sun - Thurs Day* **\$750**

Min \$1,250 F&B

**Must end by 3pm*

THE ABBEY: JANUARY - APRIL EVENTS *(5 hour rental, max 100 ppl)*

\$500 off Site Rental Fee and reduced F&B Minimums.

SITE RENTAL/CEREMONY FEES

THE SANCTUARY (3 ½ hour rental, max 25 ppl)

Site Rental Fee, Mon – Sun, Day & Evening **\$500**
Min \$1,000 F&B
\$150 each additional hour

THE TERRACE (5 hour rental, max 50 ppl)

Site Rental Fee, Friday & Saturday Evening **\$1,500**
Min \$7,500 F&B

Site Rental Fee, Sun – Thurs Evening **\$1,500**
Min \$3,500 F&B

Site Rental Fee, Mon – Sun Day* **\$1,500**
Min \$1,000 F&B
**Must end by 3pm*

NDBB LAWN (5 hour rental, max 60 ppl, buffet only)

Site Rental Fee **\$2,500 (+ tent rental)**
Min \$7,500 F&B

THE SEAL (5 hour rental, max 50 ppl, buffet only)

Site Rental Fee, Friday & Saturday Evening **\$1,500**
Min \$7,500 F&B

Site Rental Fee, Sun - Thurs Evening **\$1,500**
Min \$3,500 F&B

Site Rental Fee, Mon – Sun Day* **\$1,500**
Min \$3,000 F&B
**Must end by 3pm*

CEREMONY FEES

Ceremony Fee **\$500**

POLICIES & GUIDELINES

Food & Beverage

Our goal at The Belfry Inn & Bistro is to provide an elegant and memorable event for our guests. Our Chef has created these menus based on his specialties and what works well within group settings. If you do not see options that match the vision for your menu, we would be happy to propose customized menus to meet your needs.

Our banquet staff is thoroughly and properly trained on special preparation techniques for allergies and dietary restriction considerations. Please provide details on any special dietary needs to your Event Manager at least thirty (30) days prior to the event to allow ample time to accommodate these needs.

If you are providing your guests a choice of entrée in advance, the following stipulations apply:

- If there is a price difference between the entrees, the highest priced entrée will prevail for all entrees
- Guarantee of attendance with the breakdown for each entrée is required fourteen (14) days prior to the event
- A seating chart or form of entrée identification is required at the guest table, i.e. marked place card, colored ticket

It is our policy not to permit food and beverages to be brought into or removed from our venue. If alcoholic beverages are to be served on the premises, we will require that only Venue servers or bartenders dispense beverages. The Venue's alcoholic beverage license requires the Venue to (1) request proper identification (photo ID) of any person of questionable age and refuse alcoholic beverage service if the person is either under age or proper identification cannot be produced and (2) refuse alcoholic beverage service to any person who, in the Venue's judgement, appears intoxicated.

Menu Selection

Menu selections are due to your Event Manager no later than thirty (30) days prior to the Event. Any details or changes received after that point cannot be guaranteed. Before any Event can take place, your Event Manager must have a signed copy of these terms and conditions along with the Banquet Event Order. Pricing is guaranteed upon Client's signature of the Banquet Event Order.

Tax & Administrative Fee

All food and beverage prices are subject to a non-taxable 20% Administrative Fee and Massachusetts Meal Tax, currently 7%. Site rental fees, linen fees and miscellaneous charges are subject to 7% MA Tax, or prevailing tax at time of event. The 20% Administrative Fee does not represent a tip or service charge for waitstaff, employees, service employees or service bartenders.

Guarantee

Your final guaranteed number of guests is due fourteen (14) days prior to the event. If your Event Manager is not notified of your guarantee, the Venue will assume the guarantee to be the maximum number listed on the original contract. You will be charged for your guaranteed number of attendees, or the actual number of guests served, whichever is greater.

POLICIES & GUIDELINES

Event Space

Based on your contracted requirements, the Belfry Inn & Bistro has reserved appropriate event space. If additional space is added after signature of the contract, additional site rental fees may be applied.

If room sets change from agreed upon set-up within 48 hours of beginning an event, a labor fee may be charged. Charges begin at \$150 per room.

Items such as tables, chairs, linens and any other standard Venue equipment will be provided to the Client at no charge. Should the Client request items that go beyond Venue inventory, rental for requested items will be paid for by the Client.

Event Timelines

Weddings will be blocked for five (5) hours and must end no later than 10:30pm. Events exceeding their standard hours will be charged additional site rental fees.

Decorations

Decorations are welcome but require prior approval by Venue. Glitter, confetti, rice and sparklers are prohibited. All candles must be enclosed. Venue will not permit the affixing of anything to the walls or ceilings. Client is responsible for removing all decorations before leaving. Failure to comply will result in a clean-up fee.

Entertainment

Entertainment, including music, bands, DJ's, etc. must be approved by management prior to the event. Outside entertainment must conclude by 8:30pm, and inside entertainment must conclude by 10:00pm. Venue reserves the right to determine the appropriate sound level in consideration of our guests and area residents. Professional vendors are recommended. All vendors must contact Venue no later than ninety (90) days prior to event.

Media

We welcome your screen projectors, video presentations, microphones, or PA systems when appropriate. Please obtain management approval prior to the event.

Weather Backup

In the event of inclement weather, outside areas contracted for event use can be tented. All costs associated with tenting will be the Client's responsibility.

Room Blocks

Rental of the Venue for an evening event requires the booking of all six (6) sleeping rooms in the Abbey building. Rooms can be contracted by Client or Client's guests.

Liability

The Venue assumes no responsibility for loss or damage to items left in Venue prior to, during or following the event.

Deposits

All deposits are non-refundable and will be applied toward the total cost of your event.