



ROUND MAN BREWING CO!

Special Event Hosting & Catering



To book your event, contact Sue or Keisha
715-939-1800

We are thrilled that you are considering Round Man Brewing Company as the venue for your special event!

We are happy to offer three private & unique party rooms:

The Chef's Room (no charge) - 6-12 people

The Windsor Room (\$500) - 13 to 32 people seated, or up to 45 people for open houses and cocktail parties.

The Parlor Room (\$500) - 13 to 48 people seated, or up to 75 people for open houses and cocktail parties.

Windsor & Parlor Combination (\$1000)

Need more space? Open the large glass garage door separating the Windsor & Parlor and use both spaces. 80 people seated, or up to 100 people for open houses and cocktail parties.



The Chef's Room



The Windsor Room



The Parlor



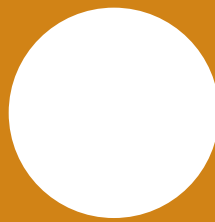
Table Styles & Dimensions



6' TABLE
3 Seats per side



3' SQUARE
High or Low



6' ROUND
8 Seats



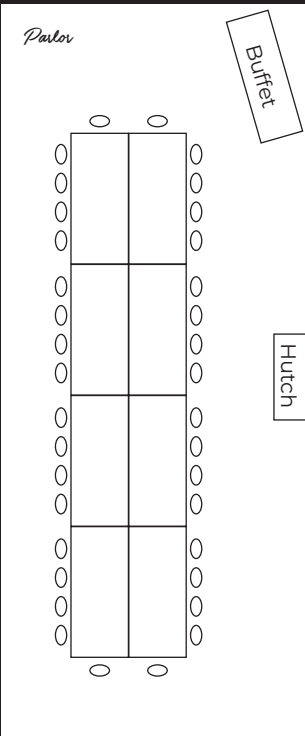
8' TABLE
4 Seats per side



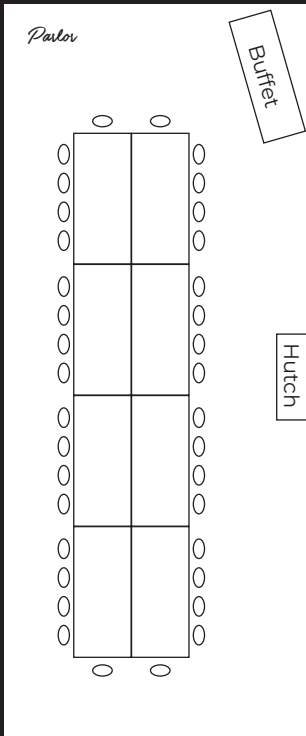
3' ROUND
High or Low

We have (4) different configurations for our event spaces, based on your preference and number of attendees at your event. From formal to casual, we are sure to have the perfect layout for you.

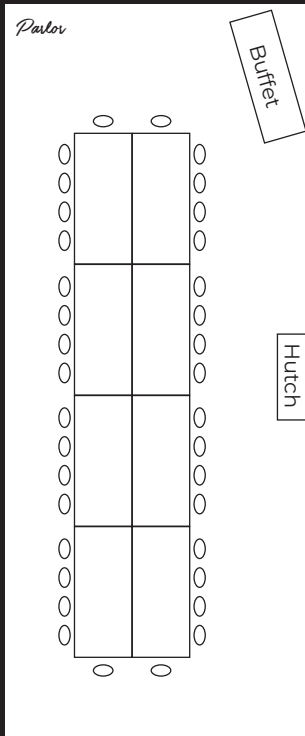
Configuration - A



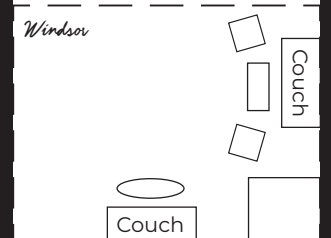
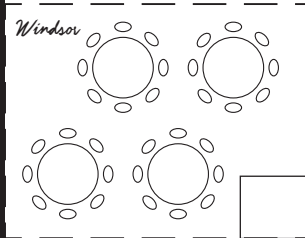
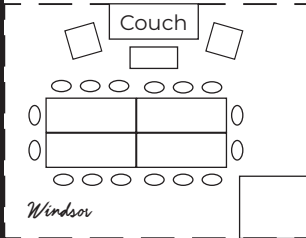
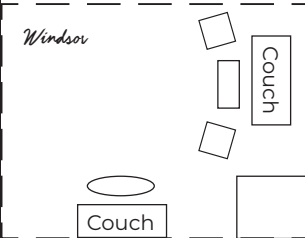
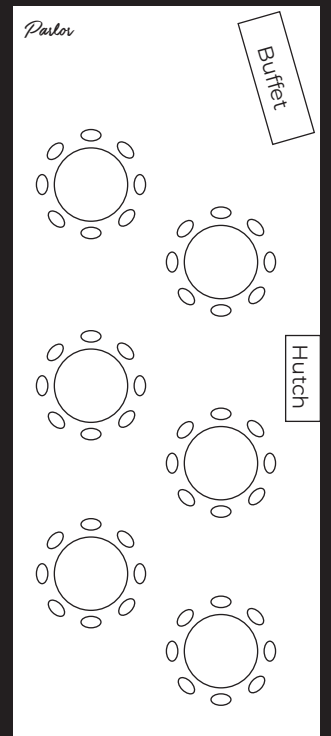
Configuration - B



Configuration - C



Configuration - D



Windsor
Rounds / 32 Seats



Windsor
16 Seats



Parlor
8' Tables / 36 Seats



Parlor
Rounds / 48 Seats

MEETINGS

Breakfast/Morning break options:

- Continental breakfast – yogurt, fresh fruit, muffins, juice and coffee
- Coffee and assorted muffins
- Coffee

Lunch Options:

- RMB Burger - assorted condiments, French fries, pickles, cookie & soda
- Grilled Chicken Caesar Salad - served with baguette, cookie & soda
- Vegetarian Pasta - fresh baked cookie & soda
- Cold Deli Buffet – assorted meats & cheeses, breads, chips, pickles, cookie & soda
- Grilled Chicken Sandwich
- RMBLT
- Veggie Wrap
- Prime Dip
- Pork Schnitzel Sandwich

Ala Carte/After Break Options:

- Can of soda
- Chips & Beer Cheese
- Snack mix
- Homemade scones
- Fresh baked jumbo muffins
- Fresh baked cookies
- Chocolate peanut butter Rice Krispy bars



THE PARTICULARS

- Paying the room rental will secure the date
- Sales Tax 5.5%
- Gratuity - 20% (food and beverage only)
- Payment is due in full at the close of the event
- Final guest count is due 10 days prior to the event
- Room layout will be determined prior to event
- Pursuant to Wisconsin Health Policy and Round Man Brewing Co., we do not allow leftover food to be taken out of the building after a buffet event
- Items not allowed: real candles, rice, glitter, confetti, nails or tape on the walls, smoke or fog machines
- RMB staff will move any furniture that needs to be rearranged
- All items brought in by renter or contracted service will be removed by the end of the event
- Any extra trash shall be removed by the renter at the end of the event (balloons, wrapping paper, cardboard boxes, etc.)
- Charges will be reviewed and approved prior to the event

Ways to handle the bar tab

- Open bar
- Drink tokens - \$6 each, (1) token for beer, wine, & mixed drinks (2) tokens for craft cocktails.
- Cash bar
- Champagne and/or wine by the bottle at tables.
- Create a Specialty Beverage - Work with our staff on a recipe and name, then we will make a custom sign to showcase your special drink!

Non-alcoholic Beverages:

- Lemon water - no charge
- Lemonade - \$25/2-gal
- Iced Tea - \$25/2-gal
- Coffee - \$25/airpot

Additional things to ponder

- Table arrangement
- Beverage station
- Picture board area
- Gift/card box
- Table decorations
- A/V equipment
- Colors
- Florist
- Cake



Rest assured that we will give your event the utmost attention to detail by our entire staff - from our kitchen, our servers, & our family.



Sue Churchill

First Lady & Party Planner Extraordinaire

Cell: (507) 281-2424

Email - sue@roundmanbrewing.com

Keisha Churchill

GM & Round Man's Adult Daycare Provider

Cell: (715) 416-4117

keisha@roundmanbrewing.com



Spencer Churchill

Chef Spenny

Cell: (507) 261-8616

Email - spencer@roundmanbrewing.com



**ROUND MAN
BREWING CO.**

234 Walnut Street, Spooner, WI

www.roundmanbrewing.com

Event Planning Worksheet (Please complete and return to Keisha or Sue)

| | |
|---|--|
| Details: | |
| Event | |
| Contact Name | |
| Phone Number | |
| Email | |
| Day | |
| Date | |
| # of Guests | |
| Arrival Time | |
| Food Service Time | |
| Style of Service | Apps, Plated, Buffet |
| Room(s) | Chef's Room, Windsor Room, Parlor Room, Windsor & Parlor |
| Room Configuration | Orientation A, B, C, or D - see diagram examples in the party packet |
| Food Choices: | |
| | <i>Notes:</i> |
| | |
| Beverage Options: | |
| Cash Bar | Guests pay for their own drinks |
| Drink Tokens | \$6 each (1 token for beer, wine, & mixed drinks - 2 tokens for craft cocktails) |
| Open Bar | Hosts pay for their guests drinks |
| Coffee - Airpot | \$25 |
| Iced Tea - 2 Gallon | \$25 |
| Lemonade - 2 Gallon | \$25 |
| Flavored Ice Water | no charge |
| Things to Consider: | |
| Table Arrangement | |
| Beverage Station | |
| Picture Board Area | |
| Card Box/Gift Table | |
| Decorations | |
| A/V Equipment | |
| Colors | |
| Florist | |
| Cake | |
| Review: | |
| Parlor Rental | \$500 (prepaid to secure the date) |
| Windsor Rental | \$500 (prepaid to secure the date) |
| Gratuity | 20% will be added to the bill |
| Final guest count is due 10 days prior to the event | |
| Payment is due in full at the close of the event | |
| Health Dept does not allow leftover food to be taken home after the event | |
| Room set up will be established prior to the event | |
| When decorating, nails and tape are not allowed on the walls | |
| All decorations will be removed at the end of the event | |