



MEETING INFORMATION PACKET

Thank you for your interest in Green Mill Catering and Banquets!

THIS PACKET INCLUDES:

- *Our All Day Meeting Package... page 2-3*
 - *Other popular a la carte meeting selections...page 4*
 - *Room Rental Fees and Dimensions...page 5*
 - *Table Set up Styles and Maximum Capacities...page 6*
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HOW DO I BOOK A MEETING WITH YOUR FACILITY?

Step One: *Simply decide if you would like to use our all day meeting package or if you would rather select items off the a la carte menu or our full banquet menu.*

Step Two: *Call us at 763.553.2086. We will send you a basic contract and our catering event sheet.*

Step Three: *Return your signed contract, a completed Catering Event sheet and a non-refundable deposit of 100.00. Once we have received these items, we can make your reservation for you.*

If you decide to make any alternations to the information on your Catering Event sheet, please call our office no later than the Thursday prior to your event. Otherwise, we will assume your original instructions were sufficient.



FULL DAY MEETING PACKAGE

Our meeting package includes the following amenities:

- FREE ROOM RENTAL
- BREAKFAST, LUNCH AND AFTERNOON BREAK
- FREE USE OF TABLE LINENS, TABLE SKIRTING AND OTHER DECORATIVE PIECES IF DESIRED
 - FREE HIGH SPEED INTERNET
 - FREE ONSITE PARKING
- INDEPENDENT LIGHTING AND TEMPERATURE CONTROL SET
 - YOUR CHOICE OF SEATING STYLE
- FREE USE OF OUR ONSITE A/V EQUIPMENT (HANDHELD OR LAVIER MICROPHONE, T.V., DVD PLAYER, PROJECTION SCREEN, OVERHEAD PROJECTOR)
- ADDITIONAL A/V EQUIPMENT ARE AVAILABLE VIA RENTAL

Price per person: 32.00

BREAKFAST (CHOOSE ONE)

BREAKFAST OPTION A:

Assorted Pastries

Seasonal Fruit

Juice Seasonal

Coffee/Tea

BREAKFAST OPTION B:

Yogurt

Seasonal Fruit

Granola Bars

Coffee/Tea

LUNCH BUFFETS & PLATED LUNCHES (CHOOSE ONE)

LUNCH BUFFETS

LUNCH OPTION A:

Assortment of One topping Pizzas

Choice of Caesar or house salad

Fresh baked bread and butter

LUNCH OPTION B:

Spaghetti Bolognese

Chicken & Fettuccine Alfredo

Choice of Caesar or house salad

Fresh baked bread and butter

LUNCH OPTION C:

*Fresh salad bar- Croutons, Sunflower Seeds
Tomato, Cheese, Cucumbers, Bacon
Two choices of our homemade soup
Fresh baked bread and butter*

LUNCH OPTION D:

*Assortment of wraps
Homemade Yukon potato chips
Seasonal fruit*

Plated lunches

LUNCH OPTION E:

*Chicken Marsala
Potato and fresh vegetable
Fresh baked bread and butter*

LUNCH OPTION F:

*Chicken Caesar salad
Fresh Fruit Salad
Fresh baked bread and butter*

LUNCH OPTION G:

*Three cheese lasagna
Caesar or House Salad
Fresh baked bread and butter*

LUNCH OPTION H:

*Italian Ciabatta Sandwich
Homemade Yukon potato chips
Fresh Fruit Salad*

AFTERNOON BREAKS (CHOOSE ONE)

AFTERNOON BREAK OPTION A:

*Fresh baked cookies
Seasonal Fruit
Soda
Ice Water*

AFTERNOON BREAK OPTION B:

*Assorted Chips
Mini candy bars
Soda
Ice Water*

POPULAR A LA CARTE MEETING OPTIONS

BREAKFAST BREAK

Assorted Bakery Treats
Regular and Decaf Coffee
4.95/person

GARDEN DELI BREAK

Garden Veggies & Cucumber Dill dip
Sliced Cheese and Salami
Assorted Crackers
Assorted Sodas & Bottled Water
7.95/person

PIZZA & PASTA BUFFET

Garden Salad or Caesar salad
Single Topping Pizzas
Assorted Pastas (Penne Tortellini, Linguini)
Grilled Chicken and Italian Sausage
Roasted Vegetables
Alfredo and Marinara Sauces
Fresh Baked Bread and Butter
15.95/person

CONTINENTAL BREAKFAST

Assorted Bakery Treats
Sliced Fresh Fruit
Fresh Orange Juice
Regular and Decaf Coffee
8.95/person

SWEET AND SALTY BREAK

Pretzels
Potato Chips
Fresh Strawberries
Melted Chocolate
Assorted Sodas & Bottled Water
Regular and Decaf Coffee
9.95/person

SOUP & SALAD BUFFET

Caesar & House Salad
Tomato, Cheese, Cucumbers, Bacon,
CROUTONS, Sunflower Seeds,
Hardboiled Egg, Red Onions
Assorted Dressings
Homemade Soup
Homemade Chili (seasonal only)
Fresh Baked Bread and Butter
11.95/person

TREATS & BEVERAGES

Cookies 17.95/dozen
Gallon of Coffee 20.00
Soda 1.65/can

MEETING ROOM RENTAL FEES AND DIMENSIONS

NOTE: THE SUNSET ROOM RENTAL FEE WILL BE A FULL DAYS RENTAL FEE. PRICE ARE SUBJECT TO CHANGE.

AUDIO VIDEO TECHNICIAN: 40.00 / hour with a four hour minimum

TABLE SET UP STYLES & MAXIMUM CAPACITIES

CONTACT INFORMATION:

TARA MONTGOMERY & SUSAN MILLER

GREEN MILL CATERING & BANQUETS

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GREEN MILL PLYMOUTH

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We are conveniently conjoined with the Plymouth Playhouse & the Best Western Kelly Inn.