



Event Information & Contract

Thank you for your interest in having your event with us! Please read the following pages of important information and contact our Event Coordinator Rachel Scerbo to book your event.

Rachel Scerbo

rcunningham@chesapeaketavernnj.com

Email is the best form of contact

908-867-7102

Phone Availability:

11am-7pm Mon-Thurs

11am-4pm Fri-Sun

Our restaurant is a unique American Grill with a variety of fresh food including seafood, steaks, burgers and more. Our Menu features fresh quality seafood such as raw oysters, fresh fish, king crab legs, fresh Maine lobster, and our signature Maryland Blue Claw crab cake platter.

We host a variety of small events including Birthdays, Anniversaries, Bridal and Baby Showers, Baptisms, Communion, Confirmations, Lunch Meetings, Celebrations of Life, Reunions, Meetings, Repasts, Graduations, and many other events. Our regular in-house catering menus can be customized to suit any event.

Our vision involves providing exceptional hospitality that inspires our guests to tell their friends about our outstanding service and cuisine.

The following pages outline our standard policies and procedures for hosting events with us. Please read thoroughly before signing the contract page.

OUR LOCATION: The building here dates as far back as the late 1700's and was referred to as the Old Long Valley Inn. The heart of town, the Long Valley section, was called German Valley when it was first settled in the 1700's by people from Saxony, a region of Germany near the Polish border. The building has had many evolutions and again we have changed it and put our own flare & design to it. The history of this place and, most importantly, the continued legacy will live on through us as we provide the highest quality of products and our superb level of service. 1 West Mill Road, Long Valley, NJ 07853

OUR SPACES:

THE BAYSIDE ROOM – This private room looks out onto German Valley through our picture windows. A decorative stone fireplace creates a welcoming feel. It seats up to 40 people and comfortably accommodates our sit-down menus.

THE MAIN DINING ROOM – Our main dining space is available for larger parties. It seats private parties with a **minimum of 30** people and up to 55 people. This room has an open and inviting feeling with town views.

MINIMUM REQUIREMENTS – Our sit-down menus require a minimum of 15 people for a luncheon and 20 people for a dinner. If you would like to host a party of less than 15-20 people, we can work with you to create a special menu from our regular choices.

*Friday & Saturday Evenings would require a minimum of 30 people or a room fee will apply.

TIME FRAME – All parties are for a **3-hour time period**. Additional time may be pre-arranged for additional cost. Time cannot be added the day of the event. Lunch menu options are available until 3pm and Dinner menu starts at 4pm.

DECORATING POLICY – Patrons may provide table and other decorations for their event. Early access, set up and table arrangements can be discussed prior to the date of the event. If no preference is given, staff uses their experience and best judgment for table arrangements.

HOWEVER:

- Because there are many unseen duties to creating an exceptional event, staff cannot decorate or assist in decorating with patron provided materials. This of course does not apply to normal set up or previously arranged tablecloths and decorations provided by Chesapeake.
- Early Access will be limited to 1 hour prior to the event with notice. Additional time beyond 1 hour may be purchased at \$100/hr.
- We do not allow scattered loose materials such as glitter, confetti or feathers, etc.

- We do allow you to use sticky tack (no duct tape, scotch tape or thumbtacks please) to affix decorations to walls. Any damage to walls from not using approved materials will incur a fee.

CELEBRATION CAKES/DESSERTS – if your event includes dessert provided by us but you would like to substitute your own desserts, the normal cutting fee will be waived. If your event does not include dessert provided by us but you would like to include your own desserts we will charge the normal cutting fee of \$1.50 per person (for supplies and labor)

OUTSIDE FOOD OR DRINK – not permitted without prior approval

ELECTRONIC MEDIA – We can provide building wide Sirius XM radio. If power outlets or other provisions are needed for presentations or equipment please discuss ahead of time.

PRIVACY POLICY – You will always be notified if your event cannot be private at the time of booking.

LOYALTY MEMBERS – Will receive ½ points for events on the subtotal of the event, before tax and gratuity

ROOM RENTAL WITHOUT FOOD OR DRINK – We offer room rentals for a fee to be determined by the Event Coordinator. Please contact our Event Coordinator for availability.

LINENS –White bistro napkins are provided at no charge. Tablecloths for guest tables and/or different colored napkins can be added to your event for a nominal fee.

PARKING – We have our own lot that is for all of our patrons. There is also parking available across the street at the old bicycle shop. Prior arrangements can be made for valet parking at an additional cost.

CONTRACT

In order to reserve the date and space for your event, we require a \$200.00 non-refundable* deposit and this signed contract.

* If host cancels PRIOR to 60 days from event date, we will refund the deposit (via same method of payment or gift card, at Event Coordinators discretion). If host cancels WITHIN 60 days of event date, we will not refund your deposit. We will refund the deposit if it is a cancellation on our part. We will hold the date of your event and will turn down other inquiries to hold your date. In the event of a weather cancellation on either part, all consideration will be given to reschedule your event.

Please make checks payable to **Chesapeake Tavern**

The following are our payment policies:

Payment is due on the day of the event when the final balance is calculated.

- We charge a per person fee times the final head count (given to us at least 4 days prior to that date) **OR** actual number of guests (whichever is greater)
- Plus any other agreed upon items (such as tab bar or extras)
- 6.625% NJ state sales tax of the total before gratuity.
- 22% service fee of subtotal before tax.
- Changes or Add-ons made on the day of the event may result in additional charges above and beyond normal pricing as determined by manager on duty or chef. We will do our very best on the day of your event to accommodate any changes or add-ons but we cannot guarantee it will be possible.

Type of Event: _____ Date of Event: _____ Time: _____

Estimated Amount of People: _____ Room Choice: _____ private/non-private

Menu Choice: _____ \$____ per person

Substitutes: _____ \$____ per person

Add-ons: _____ \$____ per person

Bar & Beverages: _____ \$____ per person

Menu Costs + 6.625% tax + 22% gratuity \$____ per person

By signing below I indicate that I have read and understand the information in the preceding pages and agree to this Contract and the policies of Chesapeake Tavern, including any agreed upon add-ons or changes made either verbally or written.

Any changes or additions must be approved by the Event Coordinator and confirmed by email.

Signature _____ Date _____

Chesapeake Brunch Buffet

Entrees

Fresh Assortment of Fruit & Cheese
seasonal fresh fruits & cheeses

Smoked Salmon
Cold smoked Salmon Fillet & fresh bagels

Tomato & Fresh Mozzarella
Extra Virgin Olive Oil & Balsamic Glaze

Assorted Breakfast Bagels & Breads

Belgium Waffle
Maple Syrup & Powdered Sugar

Assorted Homemade Quiche

Shrimp Scampi over pasta
Garlic white wine sauce with broccoli & pasta (can substitute Chicken for Shrimp)

Fresh Breakfast Sausage

Fresh Applewood Smoked Bacon

Chesapeake Egg Florentine
Grilled house-made focaccia planks with a chipotle aioli smear topped with wilted spinach, a poached egg, & pepperjack cheese sauce

Apple Crisp
Vanilla Ice Cream
OR Celebration Cake (\$2.00 per person additional cost)

Assorted Juices
Orange, Cran-apple, Pineapple and Grapefruit Juice

Soda, Coffee and Tea Service

Starting at 36.00 per person
(minimum of 25 adults)

The following may be added on:

Home Fried Potatoes 2.00/pp
Chunks of flavorful fried potatoes with onions, green peppers and parsley

Fresh Maryland Lump Crabcake Bites MP
Served with Creole remoulade

Chilled Jumbo Shrimp Cocktail 3.00/piece
Served with house made cocktail sauce

Carving Station MP
Served with assorted sauces

Chicken Schnitzel MP
panko crusted chicken breasts with a lemon butter sauce

The Bay Luncheon

Salad

(choice of)

Chesapeake House Salad

*Field greens with fresh cut cucumber, grape tomato & carrots
in a honey roasted garlic balsamic vinaigrette*

Tavern Caesar Salad

*Fresh-cut romaine lettuce with our classic
Caesar dressing complimented with house-made croutons*

Entrées

(choice of)

Grilled Organic Salmon

Whole grain mustard cream sauce, mashed potatoes & seasonal vegetable

Shrimp Scampi

Garlic white-wine sauce, rice pilaf & seasonal vegetable

Chicken Francaise

*Classic boneless chicken breasts sauteed with egg & flour, topped with a lemon butter sauce
served with mashed potatoes & seasonal vegetable*

Fresh Focaccia & Extra Virgin Olive Oil

Dessert

(choice of)

Apple Crisp

Vanilla ice cream & fresh whipped cream

Chocolate Mousse

Silky & smooth house made chocolate mousse with fresh whipped cream

Coffee & Tea included

Starting at \$1.00 per person

Tidewater Luncheon

Soup or Salad

(choice of)

Chesapeake House Salad

*Field greens with fresh cut cucumber, grape tomato & carrots
in a honey roasted garlic balsamic vinaigrette*

Tavern Caesar Salad

*Fresh-cut romaine lettuce with our classic
Caesar dressing complimented with house-made croutons*

New England Clam Chowder

Oyster cracker croutons

Entrees

(choice of)

Boston Baked Cod

Asiago-herb tortilla crumb, lemon butter sauce, mashed potato & seasonal vegetable

Shrimp & Grits

Cheesy grits served with large shrimp in a garlic sauce with andouille sausage, green onion and tomato

Chicken Schnitzel

*Crispy breaded boneless chicken breasts in a lemon butter sauce
served with mashed potatoes & seasonal vegetable*

Filet Mignon

4oz medallion with a gorgonzola cream sauce, mashed potatoes & seasonal vegetable

Fresh Focaccia & Extra Virgin Olive Oil

Dessert

(choice of)

Apple Crisp

Vanilla ice cream & fresh whipped cream

Chocolate Mousse

Silky & smooth house made chocolate mousse with fresh whipped cream

Coffee & Tea included

Starting at 36.00 per person

Nautical Luncheon Buffet

Salad

House Tossed Salad

*Field greens with fresh cut cucumber, grape tomato & carrots
in a honey roasted garlic balsamic vinaigrette*

Entrees

Penne Vodka

Tomato cream sauce tossed with penne pasta with freshly grated asiago cheese

Boston Baked Cod

Asiago-herb tortilla crumb, lemon butter sauce

Chicken Francaise

*Classic boneless chicken breasts sauteed with egg & flour,
topped with a lemon butter sauce*

Mashed potatoes & Seasonal Vegetable

Fresh Focaccia & Extra Virgin Olive Oil

Dessert

Apple Crisp

Vanilla ice cream & fresh whipped cream

Coffee and Tea Included

Starting at 32 per person
(minimum of 25 adults)

Eastern Shore Dinner

Soup or Salad

(choice of)

Chesapeake House Salad

*Field greens with fresh cut cucumber, grape tomato & carrots
in a honey roasted garlic balsamic vinaigrette*

Tavern Caesar Salad

*Fresh-cut romaine lettuce with our classic Caesar dressing
complimented with house-made croutons*

New England Clam Chowder

Oyster cracker croutons

Entrées

(choice of)

Grilled Organic Salmon

Whole grain mustard cream sauce, mashed potatoes & seasonal vegetable

Shrimp & Grits

Cheesy grits served with jumbo shrimp in a garlic sauce with andouille sausage, green onion and tomato

Chicken Schnitzel

*Crispy breaded boneless chicken breasts in a lemon butter sauce
served with mashed potatoes & seasonal vegetable*

Fresh Focaccia & Extra Virgin Olive Oil

Dessert

(choice of)

Apple Crisp

Vanilla ice cream & fresh whipped cream

Chocolate Mousse

Silky & smooth house made chocolate mousse with fresh whipped cream

Coffee & Tea included

Starting at 40.00 per person

The Charter Dinner

Soup or Salad

(choice of)

Chesapeake House Salad

*Field greens with fresh cut cucumber, grape tomato & carrots
in a honey roasted garlic balsamic vinaigrette*

Tavern Caesar Salad

*Fresh-cut romaine lettuce with our classic Caesar dressing
complimented with house-made croutons*

New England Clam Chowder

Oyster cracker croutons

Entrées

(choice of)

Scallops & Risotto

*Seared to perfection with grated grana cheese, fresh arugula & truffled balsamic drizzle over creamy
mushroom risotto*

Chicken Schnitzel

*Crispy breaded boneless chicken breasts in a lemon butter sauce
served with mashed potatoes & seasonal vegetable*

Filet Mignon

Twin 4oz medallions with a gorgonzola cream sauce, mashed potatoes & seasonal vegetable

Grilled Organic Salmon

Whole grain mustard cream sauce, mashed potatoes & seasonal vegetable

Fresh Focaccia & Extra Virgin Olive Oil

Dessert

(choice of)

Apple Crisp

Vanilla ice cream & fresh whipped cream

Chocolate Mousse

Silky & smooth house made chocolate mousse with fresh whipped cream

Coffee & Tea included

Starting at 54.00 per person

The Mainsail Dinner

Appetizers

(choice of three)

Middleneck Steamers

drawn butter

Shrimp Cocktail

Beautiful, chilled shrimp, accented with fire roasted lemon & house-made cocktail sauce

Chesapeake House Salad

*Field greens with fresh cut cucumber, grape tomato & carrots
in a honey roasted garlic balsamic vinaigrette*

Tavern Caesar Salad

*Fresh-cut romaine lettuce with our classic Caesar dressing
complimented with house-made croutons*

New England Clam Chowder

Oyster cracker croutons

Entrées

(choice of)

Scallops & Risotto

*Seared to perfection with grated grana cheese, fresh arugula & balsamic drizzle
over creamy mushroom risotto*

Chicken Schnitzel & Crabmeat

*Crispy breaded boneless chicken breasts topped with Maryland lump crab meat
in a lemon butter sauce served with mashed potatoes & seasonal vegetable*

Filet Mignon

Twin 4oz medallions with a gorgonzola cream sauce, mashed potatoes & seasonal vegetable

Double Lobster Tail

Baked lobster tails with drawn butter, seasonal vegetable & mashed potatoes

Fresh Focaccia & Extra Virgin Olive Oil

Dessert

(choice of)

Apple Crisp

Vanilla ice cream & fresh whipped cream

Chocolate Mousse

Silky & smooth house made chocolate mousse with fresh whipped cream

Starting at 74.00 per person

Extras and Add-Ons

Raw Bar Platters

Shrimp
\$3/piece

Clams
\$2/piece

Oysters
\$4/piece

Imported Cheese and Fresh Fruit Platter

with imported and domestic cheeses, strawberries, pineapple,
grapes and other seasonal fruits
\$8.5 per guest

Grand Tapas Platter

a Spanish style Hors d'oeuvre, one of our customer favorites,
served with Crostini and crackers
\$9.00 per guest

Butler Style Hors d'oeuvre Selections

Add to your party to make any event extra special
We offer three levels of selections from which to choose:
Bronze – total of 6 choices, 1 seafood items \$12.00 per guest
Silver – total of 6 choices, 2 seafood items \$14.00 per guest
Gold – total of 6 choices, 3 seafood items \$16.00 per guest

Please don't hesitate to ask your party planner for more details.

Carving Station

(Choice of one)

Prime Rib
Beef Tenderloin
Porkloin
Leg of Lamb

We also offer the following items as a convenience to our customers for a nominal fee

Tablecloths \$2
Colored Napkins \$1

Beverage Menu

Beverages for your party can be handled in a variety of ways.

You may choose one of the options listed below,
or we can develop a plan specifically for your guests.

1. Standard Open Bar

Few expressions say “party” better than “open bar”
(one exception, of course, being “blank check”).

\$32.99 per person

2. Premium Open Bar

If Heineken, Ketel One, Bombay or Johnny Walker sounds like
your guests’ preferences, and you want to treat them to
the very best

\$38.99 per person

3. All Bottled Beers, All Draft Beer, & 6oz Wine

\$29.99 per person

4. Domestic Bottle & Draft Beer and 6oz House Wine

\$25.99 per person

*The above prices are based on a **three-hour** event.
With the exception of “Premium Open Bar,” the above options
do not include premium wines and liquors.*

5. Tab Bar

All guests’ beverages are recorded on a check. This option offers
all the advantages of an open bar with the added feature of
knowing you are only paying for what your guests select.

Sales tax and gratuity will be added to this bill.

6. Cash Bar

Guests are responsible for purchasing their own beverages

7. Domestic Beer and Wine Bar

Priced according to consumption