

Catering and Rental Information & Policies

Plymouth United Church of Christ is pleased to present our banquet facility rental and catering guide. The banquet facility is available Tuesday through Saturday 8:00 A.M. – 9:00 P.M. This guide is to assist you in planning your event and for general reference. Our Banquet facilities have been thoroughly renovated with the latest state of the art audio/ visual and sound system. Our lighted and secure parking lot will accommodate 160 vehicles. The Banquet Staff is happy to accommodate special requests whenever possible to make each event a memorable occasion.

Booking Procedures

Please contact the Plymouth United Church of Christ 313-831-4014 to book your event. We recommend that you make arrangements 30 days prior to your event. A deposit equal to ½ of the total rental fee, food service and \$100.00 refundable security deposit will reserve space for your meeting or event and assure your desired date.

Please have the following information ready when booking your event:

1. Date of event
2. Beginning and end time of event
3. Name and Phone Number of Contact Person
4. Anticipated attendance
5. Food Service if required

It is the goal of Plymouth United Church of Christ Banquet Center to provide the best possible product and service to our customers. A guaranteed guest attendance and the final payment are required by 12:00 noon at least (5) five business days prior to the function.

Cancellation Policy

In the event that all or any portion of the event is cancelled, unrecoverable and direct costs associated with the function will be charged based on the following scale.

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| Cancellation made 48-72 hours prior | 50% of the event cost is non refundable |
| Cancellation made 24-48 hours prior | 75% of the event cost is non refundable |
| Cancellation made less than 24 hours prior | 100% of the event cost is non refundable |

Security Deposit

The security deposit will be refundable by check within 7 business days from the date of the event. All or a part of the security deposit may not be refundable for the following reasons.

1. The event extends 30 minutes beyond the initial scheduled time at \$50.00 per half hour plus any additional labor for wait staff,
2. Breakage or loss of china, silverware and linen.
3. Damage to the room, furniture and equipment

Banquet Room Rental

Prices for room rental include set up and break down of all equipment utilized for your event. Musical and audiovisual equipment will incur an additional cost. It is advisable that these items are taken into consideration when booking your event.

Catering

Food and Beverage service is available upon request and must be provided by Plymouth United Church of Christ Catering service. Menu prices include:

1. China, silverware, glassware, linens
2. Wait Staff and Security
3. Set up and breakdown of all equipment
4. Room rental

Musical and audiovisual equipment will incur an additional cost. It is advisable that these items are taken into consideration when booking your event.

Events that extend 30 minutes beyond the initial scheduled time may be subject to over-time/labor charges of \$50.00 per half hour.

Discount rental and catering rates will be offered to Church members.

Banquet Room Rental

Parish Hall
\$400.00

Our beautiful renovated Parish Hall contains the latest state of the art audio/ visual and sound equipment with overhead audio laptop link projection capability with a built in screen. The hall may be rented for meetings, breakfast, luncheons, receptions and dinners. There are 72” round tables that seat 10 people, 6 banquet tables that may be arranged for use as a head table, buffet table or gift table. The seating capacity of the Parish Hall is 100-180 depending on the selection of the table and chair arrangement.

Chapel
\$200.00

Our beautiful renovated Chapel has the latest state of the art audio/visual equipment with overhead audio laptop link projection capability with a built in screen. The Chapel will accommodate a group of up to 60 persons for informal meetings and has a retractable wall that may be closed and will accommodate up to 30 persons.

Arts and Crafts Conference Room

\$80.00

This room is suitable for small meetings of up to 30 persons. The room has a 4 ft. erasable white board and is also suitable for small training classes.

Lounge

\$170.00

Located on the main level, this room has plenty of windows, a small warming kitchen with refrigerator and microwave. The room will accommodate an intimate group of up to 30 persons for meetings, showers, and parties.

Equipment Rental and Audio Visual Rates

Podium	\$15.00
Computer	\$75.00
Microphone	\$20.00
Easel	\$15.00
Audio Visual Technician	\$50.00

Catering Menu

We offer a delicious and varied menu that is suitable for any type of gathering, buffet or plated. **Discount catering rates will be offered to Church members.**

Breakfast Menu

\$14.95

Add \$1.00 per person for plated meal

Scrambled Eggs

Bacon and Sausage

Hash Brown Potatoes

Grits

Fresh Fruit

Assorted Breakfast Bread

Juice

Coffee

Tea

Continental Breakfast

\$7.95

Assorted Breakfast Breads

Fresh Fruit

Juice

Coffee

Tea

Lunch and Dinner Menu

Lunch \$20.95

Dinner \$21.95 (After 5:00 P.M.)

Add \$1.00 per person for plated meal

Entrees

(Choice of One)*

Chicken Piccata

Sautéed chicken breast with mushrooms, capers and artichoke hearts in white wine

Chicken Citron

Sautéed chicken breast in lemon white wine sauce

Chicken Marsala

Sautéed chicken breast with mushrooms and Marsala wine

Stuffed Chicken Breast

Sauced chicken breast stuffed with broccoli and cheddar cheese

Baked Chicken

Fried Chicken

Smothered Chicken

Sliced Roast Beef

Beef Stroganoff

Pepper Steak

Tenderloin-at market price

Prime Rib-at market price

Sliced ham with pineapple sauce

Roasted Pork loin

Stuffed Pork loin

Stuffed with spinach and roasted and red pepper

Fish (all at market price)

Baked White Fish

Shrimp Scampi

Cat Fish

Lobster Tails

Baked Meat Lasagna

Baked Vegetable Lasagna

Mostaccioli with meat sauce

Mostaccioli with Marinara Sauce

Fettuccine Alfredo

*Add \$1.50 per person for two entrees

Accompaniments

(Choice of One Starch and One Vegetable)

Starch: Rice Pilaf, Wild Rice, Dirty Rice, Oven Roasted Potatoes,
Mashed Potatoes, Au gratin Potatoes, Scallop Potatoes, Candied Yams

Vegetables: Green Bean Almondine, Baby Carrots, Vegetable Medley, Broccoli and
Cauliflower, Corn O'Brian, Peas and Mushrooms

Dessert

(Choice of One)

Cookies, Brownies, Chef's Choice

Premium Dessert**

(Choice of One)

Add \$1.50 per person

Cobbler-Apple, Peach, Cherry, Blueberry

Pie-Sweet Potato, Apple, Cherry

Cake-Cheese, Pound, Chocolate, German Chocolate, Red Velvet, Black Forest

The lunch and dinner menu include tossed garden salad with ranch and Italian vingerette dressing, rolls, butter, coffee, decaffeinated coffee, hot tea, and ice tea.

**Custom desserts and weddings cakes are available from Pastry Chef Sheri White 313-345-6532.

Wedding Rehearsal Buffet Dinner
(Maximum 20 people, Maximum 2 Hours)
\$15.00

Entrees

(Choice of One)

Fried Chicken

Baked Chicken

Bar-b-que Chicken

Roast Beef

Roasted Pork Loin

Spaghetti w/meat sauce or meat balls

Accompaniments

(Choice of One Starch and One Vegetable)

Starch: Rice Pilaf, Oven Roasted Potatoes, Potato Salad, Coleslaw

Vegetables: Green Bean Almondine, Vegetable Medley

Dessert

(Choice of One)

Cookies, Brownies, Chef's Choice

The dinner menu includes tossed garden salad with ranch and Italian vingerette dressing, rolls, butter, coffee, decaffeinated coffee, hot tea, and ice tea.

Basic Hors d'Oeuvre Trays

Serves 16-20

(Wait Staff and Linens will be quoted separately)

Chicken Wing Dings

\$39.00

Swedish Meatballs

\$38.00

Cheese Tray w/ crackers

\$62.00

(Hot pepper, Colby, Cheddar, Gouda)

Fruit Tray (seasonal)

\$46.00

Pineapple, Cantaloupe, Honey Dew Mellon, Watermelon, Grapes, Strawberries

Relish Tray

\$46.00

Sweet Pickles, Olives, Sweet Peppers, Dill Pickles, Pepper Chino

Vegetable Tray

\$39.00

Carrots, Broccoli, Cauliflower, Cucumber, Celery

Punch or Lemonade

\$6.00 per gallon

