Thank you for considering the University of Massachusetts Club for your private event venue. It is our pleasure to assist you throughout the planning process and we appreciate the opportunity to serve you.

The University of Massachusetts Club provides the ideal spot for a downtown Boston event. The Club offers a beautiful selection of full service private party and event rooms, which will accommodate all of yours needs as well as a variety of amenities to make your event complete. Guests are accompanied by the panoramic view of Beacon Hill, the State House, the Boston Common, the Charles River, and more. With spacious banquet rooms, you and your guests can enjoy each other’s company while lavishing in a unique and fun atmosphere that we customize to your wishes.

While our chef provides fantastic cuisine, our experienced service staff and certified event planners stand ready to give you all the information you need to design any event from business meetings to private parties that are sure to please every time. Our staff creates memorable moments for you and your guests, with dedicated services and an emphasis on fine food and impeccable creativity. Sit back and let us add style and fun to your next event.

Enclosed you will find more information about the University of Massachusetts Club’s pricing, amenities, capabilities and more. Feel free to contact our Private Event professionals at 617.287.3030 with any questions you may have. We are happy to help!
Room Set Up Fees
Each of our private rooms has a room setup fee requirement for reservation.

Member Rate
A Member event is any event that is coordinated and attended by a Member of the University of Massachusetts Club.

Non Member Rate
A Non Member event is any reservation for a private room made by someone who is not affiliated with the UMass Club or who does not know someone who is affiliated with the UMass Club.
## Rooms

### Room Capacities & Club Layout

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<th>PRIVATE ROOMS</th>
<th>RECEPTION STYLE</th>
<th>SEATED</th>
<th>SEATED W/ DANCE FLOOR</th>
<th>CONFERENCE</th>
<th>CLASSROOM</th>
<th>U-SHAPE</th>
<th>THEATER</th>
<th>HOLLOW SQUARE</th>
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<tr>
<td>Lowell Room</td>
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<td>Presidential Parlor</td>
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<tr>
<td>Dartmouth Room</td>
<td>15</td>
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<td>12</td>
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*Dartmouth Room (Available after 5pm)*

![Floor Plan Diagram](image-url)
Plated Breakfast

The American Plated Breakfast
scrambled eggs, home fries, choice of bacon, ham or sausage individually served with house made pastries, sweet butter, and preserves. Served with coffee, decaffeinated coffee, herbal teas and fresh juice.

Buffet Breakfast
Minimum of 15 guests

The Continental Buffet
seasonal sliced fruit, assorted pastries, served with sweet butter and preserves coffee, decaffeinated coffee, and herbal teas

The Sunrise Buffet
seasonal sliced fruit, mixed berries, yogurt and granola, assorted pastries served with sweet butter and preserves coffee, decaffeinated coffee, and herbal teas

UMass Breakfast Buffet
scrambled eggs, bacon, sausage, home fries, sliced seasonal fruit, assorted pastries served with sweet butter and preserves coffee, decaffeinated coffee, and herbal teas

Executive Breakfast Buffet
buttermilk pancakes, french toast, seasonal sliced fruit, scrambled eggs, bacon, sausage coffee, decaffeinated coffee, and herbal teas

Breakfast Additions

Yogurt Parfait
Pancakes or French Toast
Bagels with Cream Cheese
Bacon, Sausage, or Ham
Home Fries
Seasonal Sliced Fresh Fruit
Eggs
Coffee, Decaffeinated and Herbal Teas
Assorted Individual Juices
Assorted Soft Beverage Station
(final price based on consumption)

Multiple menu selections or special dietary substitutions must be identified with a place card to be supplied by the host. Final menu selections are due 7 business days prior to the scheduled event date. The host is to provide a list of each guest’s name and entrée selection 5 business days prior to the scheduled event date.
Salad Course
Select one of the following salads.

Mixed Green Salad
pickled cranberry, local apples, Chevre cheese, roasted root vegetable, sherry vinaigrette

Squash Salad (GF)
baby arugula, butternut squash, fennel, Manchego cheese, white balsamic dressing

UMass Caesar Salad (GF)
romaine lettuce, garlic & parmesan crostini, caesar dressing

Baby Spinach Salad
pickled onions, spiced walnuts, tomatoes, ranch dressing

Main Course
Select up to two of the following entrees for plated lunch service. A vegetarian entrée may be added as a third option only. Add assorted rolls with sweet butter.

Atlantic Salmon (GF)
julienne vegetable, fingerling potatoes, golden tomato coulis

Georges Bank Cod (GF)
haricots verts, pumpkin mashed potatoes, maple beurre blanc

Statler Chicken Breast
wild mushrooms, brussels sprouts, marble potatoes

Stuffed Chicken Breast
sage & dried fruit stuffing, carrots, yukon gold potatoes, chicken jus

New York Strip Steak (GF)
petite green beans, russet potato, horseradish cream sauce

Petit Filet of Beef (GF)
cauliflower, sweet potatoes, beef au jus

Vegetable Risotto
seasonal vegetables, parmigiano-reggiano

Three Cheese Ravioli
crispy eggplant, house made ricotta cheese, spinach, pesto, pomodoro sauce

Dessert
Select one of the following desserts. Add coffee, decaffeinated coffee, and herbal tea service.

Apple Pie
Chocolate Truffle Cake

Pecan Pie
New York Style Cheese Cake

Crème Brulee
Fresh Seasonal Fruit Tart

GF indicates gluten free.
Multiple menu selections or special dietary substitutions must be identified with a place card to be supplied by the host. Final menu selections are due 7 business days prior to the scheduled event date. The host is to provide a list of each guest’s name and entrée selection 5 business days prior to the scheduled event date.
Snack Breaks

**Fresh Start**
individual yogurt, granola, seasonal fruit skewers

**Buzz Break**
house made cookies and brownies
coffee, decaffeinated coffee, herbal tea, assorted flavoring syrups

**Protein Pack**
dried fruits, roasted nuts, granola bars

**Sweet Tooth**
variety of small candy bars, chocolate dipped apricot and strawberries

**South of the Border**
tortilla chips, pico de gallo, guacamole, sour cream

Individual Snacks

**Assorted House Made Cookies**

**House Made Brownies**

**Assorted Sliced Fruit & Berries**

**Chef’s Cheese Display**

**Assorted Granola Bars**

**Fruit Skewers**

**Assorted Mixed Nuts**

**Chocolate Dipped Strawberries**
(dozens minimum)

**Coffee, Decaffeinated Coffee, and Herbal Tea Station**

**Assorted Soda & Bottled Water Station**

Multiple menu selections or special dietary substitutions must be identified with a place card to be supplied by the host. Final menu selections are due 7 business days prior to the scheduled event date. The host is to provide a list of each guest’s name and entrée selection 5 business days prior to the scheduled event date.
Preset Buffet's
Minimum of 15 guests.

**Sandwich Buffet**
mixed greens salad with assorted dressings and vegetables
deli platter to include sliced oven roasted turkey, baked ham, roast beef,
chicken salad, tuna salad, lettuce, tomato, assorted cheeses, breads, and rolls.
served with house made potato chips, and house made cookies.
coffee, decaffeinated coffee, and herbal teas.

**Executive Deli Buffet**
mixed greens salad with assorted dressings and vegetables
assorted wraps to include chicken salad, roasted turkey, and grilled vegetables.
served with house made pasta salad, potato chips, and house made cookies.
coffee, decaffeinated coffee, and herbal teas.

**New England Buffet**
mixed greens salad with assorted dressings and vegetables
New England clam chowder, oven roasted Georges Bank cod, grilled chicken with au jus,
assorted seasonal vegetables, roasted potatoes, assorted breads and rolls.
miniature chocolate truffle cake.
coffee, decaffeinated coffee, and herbal teas.

**UMass Club Buffet**
mixed greens salad with assorted dressings and vegetables
pan seared salmon in herb cream sauce, roasted chicken with au jus,
roasted potatoes, assorted seasonal vegetables, assorted breads and rolls.
new york style cheesecake.
coffee, decaffeinated coffee, and herbal teas.

Multiple menu selections or special dietary substitutions must be identified with a place card to be supplied by the host. Final menu selections are due 7 business days prior to the scheduled event date. The host is to provide a list of each guest's name and entrée selection 5 business days prior to the scheduled event date.
**Build Your Own**

Minimum of 25 guests.

- Choice of 1 Salad
- Choice of 1 Soup
- Choice of 1 Pasta/Rice
- Choose up to 1 of each Entrée (Fish, Chicken, Beef)
- Choose up to 1 of each Side (Starch, Vegetable)

* Option to offer only salad or only soup if preferred
* Option to choose only 1 entrée if preferred
* Option to choose only 2 entrees if preferred
* For more than 60 guests, more than 1 soup, salad, or side may be added upon request

**Soup & Salad**

- **UMass Clam Chowder**
  local clams, bacon, potatoes, cream

- **Chicken and Corn Chowder**
  corn, apple smoked bacon, cream

- **Root Vegetable Chowder (GF)**
  seasonal root vegetables, vegetable broth

- **Maple Pumpkin Soup (GF)**
  local pumpkin, cinnamon, maple, cream

- **Butternut Squash Bisque (GF)**
  cinnamon, nutmeg, cream

- **Coconut, Carrot, and Ginger Soup**
  fresh ginger, thai curry paste

- **Apple Cauliflower Soup (GF)**
  local apples, fresh thyme, cream

- **UMass Caesar Salad (GF)**
  romaine lettuce, garlic & parmesan crostini, house caesar dressing

- **Steak House Salad (GF)**
  iceberg lettuce, blue cheese, house cured bacon, cherry tomatoes, blue cheese dressing

- **Baby Spinach Salad**
  pickled onions, spiced walnuts, tomatoes, ranch dressing

- **Seasonal Mixed Green Salad**
  pickled cranberry, local apples, chevre cheese, root vegetables, sherry vinaigrette

- **Squash Salad (GF)**
  baby arugula, butternut squash, shaved fennel, manchego cheese, white balsamic dressing

- **Roasted Beets Salad (GF)**
  mixed greens, gold & red beets, roquefort cheese, aged balsamic vinaigrette

**Pasta & Rice**

- **Rigatoni**
  short rib bolognese, basil, ricotta

- **Penne**
  confit pork, broccoli, mozzarella, roasted tomato

- **Linguine**
  corn, pancetta, rock shrimp, white wine, garlic butter

- **Cheese Ravioli**
  pomodoro sauce, house made farmers cheese

- **Tortellini**
  roasted eggplant, garlic tomato sauce

- **Traditional Spanish Paella**
  mussels, shrimp, spanish chorizo, chicken, saffron, fresh herbs

GF indicates gluten free.

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Buffet Lunch & Dinner

Entrees

Fish & Shellfish

**Atlantic Salmon (GF)**
- julienne vegetable, golden tomato coulis

**Center Cut Swordfish**
- vegetable fregola sarda, capers, kalamata olive sauce

**Georges Bank Cod (GF)**
- sautéed haricots verts, maple beurre blanc

**Sole (GF)**
- zucchini, summer squash, champagne sauce

**Mahi-Mahi**
- stir-fry vegetable, sesame soy glaze

**Monk Fish Osso Buco**
- roasted asparagus, garlic & herb buerre blanc

Pork & Poultry

**Turkey Breast**
- cranberry stuffing, turkey gravy

**Stuffed Chicken Breast**
- sage & dried fruit stuffing, chicken gravy

**Coq Au Vin**
- chicken, mushrooms, carrots, red wine braising liquid

**Pork Loin**
- brussels sprouts, whole grain mustard jus

**House Cured Ham**
- sweet potato mash

Beef

**Sam Adams Short Ribs**
- carrots, potatoes, Sam Adams demi glace

**New York Strip Steak (GF)**
- sautéed green beans, red wine demi glace

**Beef Bourguignon**
- potatoes, carrots, peas, pearl onion

**Flank Steak (GF)**
- peppers, onions

**Prime Rib (GF)**
- roasted cauliflower, beef au jus

Sides

**Starch**

**Yukon Gold Whipped Potatoes (GF)**
- cheese, bacon, chives, sour cream, butter

**Baked Potatoes (GF)**
- cheese, bacon bits, chives, sour cream, butter

**Sweet Potato Mash (GF)**
- vermont maple syrup

**Roasted Potatoes (GF)**
- fresh herb oil

**Rice (GF)**
- choice of white rice, spanish rice, or wild rice

**Fregola Sarda**
- roasted seasonal vegetable

**Vegetable**

**Sautéed Haricots Verts (GF)**
- sliced almonds

**Roasted Root Vegetable (GF)**
- parsnips, red & golden beets, turnips, celery root

**Butternut Squash (GF)**
- roasted butternut squash, maple glaze

**Brussels Sprouts (GF)**
- whole grain mustard, bacon

**Zucchini**
- fresh herb oil

**Seasonal Vegetable Medley**

Dessert

**Miniature Dessert Station**
- house made brownies, french macaroons, assorted mini house made cookies, assorted french pastries, coffee, decaffeinated coffee, herbal teas

*Minimum of 25 guests for all buffets*
Plated Dinner

Starter Course
Select one of the following starters.

**UMass Clam Chowder**
local clams, bacon, potatoes, cream

**Lobster Bisque**
lobster, sherry wine

**Grilled Shrimp**
polenta, chipotle sauce

**Duck Confit Tortellini**
spinach, wild mushroom sauce

Salad Course
Select one of the following salads.

**Mixed Green Salad**
pickled cranberry, local apples, Chevre cheese, root vegetables, sherry vinaigrette

**Squash Salad (GF)**
baby arugula, butternut squash, shaved fennel, Manchego cheese, white balsamic vinaigrette

**Roasted Beets Salad (GF)**
mixed greens, gold & red beets, Roquefort cheese, aged balsamic vinaigrette

**UMass Caesar Salad**
romaine lettuce, garlic & parmesan crostini, house caesar dressing

**Steak House Salad**
baby iceberg lettuce, blue cheese, house cured bacon, cherry tomatoes, blue cheese dressing

**Baby Spinach Salad**
pickled onions, spiced walnuts, tomatoes, ranch dressing

Main Course
Select up to two of the following entrees for plated dinner service. A vegetarian entrée may be added as a third option only.

**Atlantic Salmon (GF)**
aspargus, fingerling potatoes, golden tomato coulis

**Center Cut Swordfish Loin**
vegetable fregola sarda, caper-kalamata olive sauce

**Sole (GF)**
zucchini, yellow squash, wild rice, champagne sauce

**Statler Chicken Breast**
wild mushrooms, brussels sprouts, marble potatoes, chicken jus

**Stuffed Chicken Breast**
sage & dried fruit stuffing, carrots, yukon gold potatoes, chicken jus

**Pork Loin (GF)**
wild mushroom risotto, whole grain mustard jus

**Sam Adams Short Ribs**
carrots, pearl onions, yukon gold potatoes, Sam Adams demi glace

**New York Strip Steak (GF)**
green beans, russet potato, red wine demi glace

**Prime Rib (GF)**
brussels sprouts, russet potato, horseradish cream sauce

**Filet of Beef (GF)**
local cauliflower, sweet potatoes, beef au jus

**Vegetable Risotto**
seasonal vegetables, parmigiano-reggiano

**Three Cheese Ravioli**
crispy eggplant, house made ricotta cheese, spinach, pesto, pomodoro sauce

Dessert
Select one of the following desserts. Add coffee, decaffeinated coffee, and herbal tea service.

**Apple Pie**
**Chocolate Truffle Cake**

**Pecan Pie**
**New York Style Cheese Cake**

**Crème Brûlée**
**Fresh Seasonal Fruit Tart**

GF indicates gluten free.

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Stationary Hors d’Oeuvres

Chef’s Imported and Domestic Cheese Display
honeycomb, dried fruits, mixed nuts, quince paste

Seasonal Vegetable Crudité
chefs selection of fresh and seasonal vegetables, blue cheese, ranch and aged balsamic dipping sauce

Charcuterie Board
mix of house made and imported cured meat and cheese selections, house made pickles, whole grain mustard, seasonal fruit jam, sliced bread

Antipasti
imported and domestic meats, artichoke, grilled vegetables, marinated olives, feta, mozzarella, tomato, roasted mushrooms, bread basket

New England Seafood (GF)
served with lemon, cocktail sauce, hot sauce, house vinaigrette
Jumbo Shrimp
Oysters on the Half Shell
Local Clams on the Half Shell
Crab Claw
Maine 1/2 Lobster Tails

Sushi Display
Nigiri to Include: Yellowtail, Shrimp and Tuna
Sushi Rolls to Include: Avocado-Cucumber, Spicy Tuna, Vegetable, and California Roll

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Passed Hors d'OEuvres

Vegetarian Hors d'OEuvres

25 Piece Minimum

**Vegetable Spring Roll**
sweet chili soy dipping sauce

**Mushroom Spring Roll**
sesame soy dipping sauce

**Summer Thai Roll**
sweet asian sauce

**Roasted Cherry Tomato Bruschetta**
crispy baguette, grana padano parmesan, aged balsamic, olive oil

**Roasted Red Pepper Hummus and Filo Cup**
kalamata olives, olive oil

**Mini Beets and Chevre Salad (GF)**
frisee lettuce, balsamic vinaigrette

**Fig Balsamic Bites**
goat cheese, herbs

Meat & Poultry Hors d'OEuvres

25 Piece Minimum

**Beef Wellington**
fresh micro greens

**Braised Beef Short Ribs**
red wine demi glace, local wild mushrooms, in mini martini glass

**Beef Tenderloin**
caramelized onion, gorgonzola, on crispy baguette

**Prosciutto Wrapped Asparagus (GF)**
balsamic glaze

**Country Style Pate**
grape jam, whole grain mustard, on focaccia bread

**Cubano Sandwich**
pork shoulder, black forest ham, whole grain mustard, gruyere cheese

**Chicken Canapé**
basil chicken, tomatoes, brioche bread

**Sesame Chicken Bites**
sweet chili soy sauce

**Black Rum Lamb Lollypop**
black rum reduction, fresh micro greens

GF indicates gluten free.

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Passed Hors d’Oeuvres

Cold Fish & Shellfish

25 Piece Minimum

Local Oyster on the Half Shell (GF)
house vinaigrette, cocktail sauce, lemon

Jumbo Shrimp Shooter (GF)
lemon wheel, cocktail sauce

Smoked Salmon Canapé
crispy pita, boursin cheese, fresh herbs

New England Mini Lobster Slider
local apples, celery, house made aioli, brioche bread

Jonah Crab Salad (GF)
multi color bell peppers, whole grain mustard, arugula

Ahi Tuna Tartare
avocado, soy marinade, arugula, basil aioli

Hot Fish & Shellfish

25 Piece Minimum

Jonah Crab Cake
bell peppers, whole grain mustard, fresh herbs, panko bread crumbs, spicy aioli

New England Cod Cake
potatoes, fresh herbs, scallions, lemon aioli

Pan Seared Scallops (GF)
potato cake, brown butter orange sauce

Lobster and Corn Beignet
scallions, fresh herbs, chipotle aioli

Soy Marinade Shrimp Skewer
pickled ginger, soy glaze

Coconut Crusted Shrimp
mango dipping sauce

Bacon Wrapped Scallops
maple glaze

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Carving Station
A chef attendant is required. 25 guest minimum.
Add a Mixed Greens Salad and dinner rolls.

**Beef Steam Ship**
au jus, horseradish cream (feeds 100 guests)

**Roasted Prime Rib**
au jus, horseradish cream

**Beef Tenderloin**
house demi glace, horseradish cream

**Whole Chicken**
rosemary citrus marinade, chicken pan jus

**Honey Ham**
pineapple, cherry glaze

**Pork Loin**
au jus, apple grain mustard

**Ahi Tuna**
sesame encrusted, wakame salad, soy sauce

**Salmon En Croute**
dill sour-cream

Pasta Station
A chef attendant is required. 25 guest minimum.

**Rigatoni**
basil, ricotta, short rib bolognese

**Penne**
confit pork, broccolini, mozzarella, roasted tomato

**Linguine**
corn, pancetta, rock shrimp, white wine, garlic butter

**Cheese Ravioli**
house made farmers cheese, pomodoro sauce

**Tortellini**
roasted eggplant, garlic tomato sauce

Mashed Potato Station
A chef attendant is required. 25 guest minimum.

**Yukon Gold Whipped Potatoes & Oven Roasted Sweet Potato Mash**
cheese, bacon, chives, sour cream

Action Stations are designed and prepared for a reception style event. They are not intended as a buffet dinner. Multiple menu selections or special dietary substitutions must be identified with a place card to be supplied by the host. Final menu selections are due 7 business days prior to the scheduled event date. The host is to provide a list of each guest’s name and entrée selection 5 business days prior to the scheduled event date.
From The Bar

On Consumption Bar
Charged Per Beverage Consumed.
All beverages consumed will be charged to the master bill.
Host selects type of beverages and brand level to be
offered. Each drink will be charged per individual drink.
All wines will be charged per bottle, on consumption.

House Brand Hosted Bar
Imported & Domestic Beer
Cocktails
House Red & White Wine

Hosted Premium Bar
Imported & Domestic Beer
Cocktails
House Red & White Wine

Top Shelf Hosted Bar
Imported & Domestic Beer
Cocktails
House Red & White Wine

Beer
Domestic Bottle
Bud Light, Budweiser

Imported Bottle
Amstel Light, Heineken

Craft Beer
We work with local craft and artisan breweries to provide
specialty beers upon request. Should you choose to
include a craft beer in your bar, please inquire about
availability.

Wine
House Wine
Red: Trinity Oaks: Pinot Noir, Cabernet Sauvignon
White: Trinity Oaks: Pinot Grigio, Chardonnay

Upgrade Wine
Select from the Club’s wine list

Upgrade Sparkling Wine
Select from the Club’s wine list

Wine List
Host may select bottles of wine to be added to the master bill.

Bubbles
Roederer Estate, Brut
Anderson Valley

Charles De Fere
France

Undurraga, Brut
Chile

Whites
Pinot Grigio

Lange, Pinot Gris
Willamette Valley

Di Lenardo
Venezia Giulia
Sauvignon Blanc

St. Supery
Napa Valley
Chardonnay

Merryvale “Starmont”
Napa Valley

Joseph Carr
Sonoma County

Oyster Bay
Marlborough

Reds
Pinot Noir

Bouchard Aine & Fils
Vins de Pays d’Oc

Byron
Santa Barbara

Ponzi
Willamette Valley

Cabernet Sauvignon

Liberty School
Central Coast

Michael Pozzan
Alexander Valley
Liquor

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<td>Vodka</td>
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<td>Absolut</td>
<td>Grey Goose</td>
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<td>Gin</td>
<td>Bombay</td>
<td>Tanqueray</td>
<td>Bombay Sapphire</td>
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<td>Bourbon</td>
<td>Jim Beam</td>
<td>Maker's Mark</td>
<td>Knob Creek</td>
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<td>Whiskey</td>
<td>Seagrams 7</td>
<td>Jack Daniel’s</td>
<td>Crown Royal</td>
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<td>Scotch Blends</td>
<td>Dewars</td>
<td>Johnnie Walker Red</td>
<td>Johnnie Walker Black</td>
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<td>Rum</td>
<td>Bacardi</td>
<td>Captain Morgan</td>
<td>Myers’s Rum</td>
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<td>Tequila</td>
<td>Tortilla Silver</td>
<td>Jose Cuervo Gold</td>
<td>Patron Silver</td>
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"OFF HOURS" PRIVATE EVENTS
Although not typically open to our members on the weekends, the Club can accommodate private parties that fulfill the guaranteed minimum of $25,000 in food and beverage for Saturday and Sunday events. Also, an additional loading dock fee of $100 per hour with a minimum of four hours is needed for special deliveries. These charges are not included in the $25,000 minimum.

HVAC CHARGES
A charge of $150/hour for HVAC (heating, ventilation and air conditioning) is levied by the building for events outside of our normal hours of operation, including weekends, which must be incurred at the expense of the host.

CLUB RENTAL FEE
To assist in subsidizing the cost of being open outside our typical business hours, a club rental fee is required for all weekend events. There is a $2,000 rental fee for members. The non member rate is $3,000.

SURCHARGE
All Food and Beverage charges include an automatic 22% surcharge. The surcharge consists of a 14% service charge, a portion of which may be distributed to certain food and beverage service employees, and an 8% administrative fee that is used for the Club’s general expenses. The 22% surcharge is mandatory.

SERVICE TIME
The schedule of service will be followed according to the contract. Additional overtime charges will be applied should the host choose to extend the event past contracted time. An overtime fee of $250 per half-hour will be applied.

OVERNIGHT ACCOMMODATIONS
The Club has established relationships with several area hotels within walking distance to our location. Please inquire about options available for preferred rates and room blocks.

UPON REQUEST
Please inquire about additional services available to assist in the planning of every detail. Our Private Event Team is happy to coordinate the following services. Floral Arrangements, Specialty Cakes, Party Favors, Dance Floor, Special Linens, Audio Visual Equipment.

BAR REQUIREMENTS
In the time-honored tradition of fine private clubs, club staff does not handle cash. There will be $100 fee for the bartender and the beverage is billed on consumption. Payment for beverages is expected at the event’s conclusion unless other arrangements are made in advance. The option for a cash bar may be discussed and approved by club management should the host desire establishment of a cash bar for guests. If a cash bar is approved, the host will be provided with a cashier. There will be $100 fee for the bartender and $100 fee for the cashier. The Club will provide drink tickets for the cashier to sell.
FOOD & BEVERAGE
The UMass Club must provide all food & beverage. No outside food and beverages are allowed with the exception of wedding and specialty cakes. Due to health regulations, perishable leftovers may not be removed from the property. Discounted menus may be offered to children up to 12 years of age.

MENUS
Our menus are designed to offer you a selection of quality items, however if you prefer to offer your guests something outside of the printed menus, our Executive Chef is more than willing to tailor a menu to your specifications. Full banquet menus are available upon request. A single menu should be selected for all guests. Should more than one entrée selection be desired, the price of the highest valued entrée will apply to all entrées (maximum of two selections). Multiple menu selections or special dietary substitutions must be identified with a place card to be supplied by the host. Final menu selections are due 7 business days prior to the scheduled event date.

GUARANTEES
Your guaranteed number of guests is due to the private event department 5 business days prior to the event. In the event the Club does not receive a guarantee, the number of guests previously indicated on your signed contract will serve as the guarantee. Actual charges will depend on the guaranteed number or actual attendance at the event, whichever is greater. If the number in attendance exceeds your guarantee given, the Club may prepare additional meals, if possible, and the host will be charged a higher rate for each additional guest; the same meal cannot always be promised should your attendance be greater than your guarantee. The host is to provide a list of each guest’s name and entrée selection 5 business days prior to the scheduled event date.

DEPOSITS & PAYMENT SCHEDULE
When scheduling an event, a signed contract and minimum deposit is required to secure your date. Subsequent deposits of 50% of your estimated remaining balance are required 60 and 7 days prior to your event. All event charges should be paid in full prior to the event. All deposits are nonrefundable. Deposits are payable by credit card or check. Please note, a credit card is required to be kept on file for incidentals. For a member event, charges will automatically be billed to their personal membership account unless otherwise specified.

LIABILITY
The University of Massachusetts Club is not responsible for damage or loss of any merchandise, articles or valuables of the host or of the host’s guests or contractors, prior to, during or subsequent to any function. Host is responsible for any damages done to facilities during the period of time the facilities are subject to the host’s use or the use of any independent contractor hired by the host or the host’s agent. A damage deposit may be required and a cleaning fee may be assessed if extensive cleaning is required in the Club or in any part of the building or its grounds. The University of Massachusetts Club reserves the right to inspect and control all events. Any advertising prepared by the member or guest must have prior approval by Club management.

ALCOHOL CONSUMPTION
Club policy is to have the bar close one half-hour prior to the close of the event. Also, per the Club’s Board of Governors, the bar can only be open at most 4 hours during a 5-hour event. The Member or Event host acknowledges that alcohol sales are regulated by the Commonwealth of Massachusetts and the Club enforces its policies accordingly. The Club reserves the right to discontinue sales of alcohol to any individual or group of individuals as directed by law or in the best interest of the Club and its Membership. In the case of such discontinuation, the host continues to be liable for any amounts due to Club as well as for the conduct of host’s guests.

NON MEMBER EVENTS
As a private club, The University of Massachusetts Club exists for the use of its Members and for friends of the University. You do not need to a member to host your event at the UMass Club. Additionally, Members have the privilege of sponsoring friends and associates to use the Club. Member sponsored/ Non Member events require signed Private Event Contracts, applicable room reservation fees and a deposit for 50% of the estimated charges due 60 days prior to the event. The remaining balance of estimated charges must be received 7 days in advance. Differences between actual and estimated charges will be paid to or refunded by the Club within two business weeks from the event. In accordance with the obligation Members have to the Club as well as to one another, a Member sponsor accepts ultimate responsibility for the charges and conduct of any individual or group they sponsor at The University of Massachusetts Club.