

## Event Timeline

Name:

Event Description:

Date:

### \_\_\_\_\_ Initial Meeting

Prospective party meets with staff, tours facility and receives initial event information, including pricing and services.

### \_\_\_\_\_ Follow-Up

Party meets with staff and works out first draft of event, including food and beverage menu. The Ladder House will gladly work with you to customize a menu or service. The Ladder House can also refer music, photography, or printing services.

### \_\_\_\_\_ Two-Month Prior

The party meets with staff, revisits and creates specifics and sets an initial number of guests. The Ladder House will offer a menu tasting upon request.

### \_\_\_\_\_ One-Month Prior

Again, the party meets with staff and finalizes all details, including food and drink menu, decorations and room arrangement, A/V needs, and any other special requests

### \_\_\_\_\_ Two-Weeks Prior

The Ladder House must know the actual number of guests. Billing will be in accordance with this number unless the actual number of guests proves greater.

### \_\_\_\_\_ Day-Of

Party may enter building at 10 am to set up for event.

## **Banquet Policies**

To ensure a well-planned and successful event, please review the following policies:

A \$250 deposit fee is required to reserve a date for the Upper Level. The deposit is non-refundable if the event is cancelled. The deposit fee will be applied the final bill.

A \$300 room charge is applied to the final bill. This charge pays for maintenance, stocking, staffing, and cleaning of the Upper Level.

A confirmed number of guests must be guaranteed within 14 days of the scheduled event. Billing will be in accordance with this number unless the actual number of guests proves greater.

No food or beverage may be brought into the Ladder House. All food must be purchased and consumed in the Ladder House.

Use of Audio/Visual equipment must be prearranged.

Loss or damage of group or party's displays, decorations, or property is the sole responsibility of the group or party. The Ladder House is not responsible for lost or stolen property.

The group or party is responsible for any damages to the Ladder House's building and equipment.

No decorations may be affixed to walls, ceiling, or equipment without prearrangement.

For the service of all personnel, an 18% gratuity will be added onto all food and beverage. This service is taxable by law and a 5% state tax will be added to all food and gratuity costs.

## **Banquet Menu**

Customized Dinner Requests Welcomed  
Linen Charge 2.00/person

### **Buffet**

Available for In-House or Off-Site Catering

#### **Cold Deli Buffet:** 10.00/person

Sliced Ham, Turkey,  
and Roast Beef  
Breads and Rolls  
Condiments  
Lettuce, Tomato, and Onion tray  
Assorted Cheese Tray  
Soup of the Day  
Fresh Fruit Bowl  
Pasta Salad  
Chips  
Cookies and Bars

#### **Wisconsin Buffet:** 10.00/person

Johnsonville Brats in Beer and Onion  
Grilled Hamburgers  
Baked Beans  
Kaiser and brat Buns  
Vegetable Tray with Dip  
Potato salad  
Cole Slaw  
Lettuce, Tomato, and Onion Tray  
Fresh Fruit Bowl  
Chips  
Bars and Cookies

#### **South of the Border Buffet:** 10.00/person

Chicken Fajita Salad  
Taco Dip Platter with Tortilla Chips  
Tacos and Burritos, toppings include:  
Mexican Beef  
Refried Beans  
Black Olives  
Lettuce, tomato, onion  
Sour cream  
Salsa, guacamole

#### **Sport Buffet:** 10.00/person

Tossed salad  
Fresh fruit  
Baked or broasted Chicken, OR Baked ham  
Mashed Potatoes  
Chicken Gravy  
Vegetable Medley  
Rolls and Butter  
Coffee and Milk

**Entrees:**

**Available Buffet, Family Style, or Plated** (add 1.00)  
**Includes Chef's choice of vegetables, potatoes or rice, rolls, coffee, or milk**

Broasted or Baked Chicken 10.45  
with Ham 11.25  
with Tenderloin Tips 12.49  
with Deep-fried Haddock 12.49

Ham Only 10.50

Chicken Marco Polo 10.95  
Breast of Chicken topped with asparagus and ham in a hollandaise sauce

Tuscany Chicken 11.95  
Breast of Chicken smothered in fresh tomatoes, artichoke hearts, mushrooms, and  
A smooth herb alfredo sauce

Chicken Marsala 10.95  
Breast of Chicken sautéed with portabella mushrooms in a smooth marsala wine  
wine sauce

Haddock in Shrimp Sauce 12.95  
Baked icelandic haddock topped with shrimp in an alfredo sauce

Tenderloin Tips 12.95  
Sautéed tenderloin tips with sliced mushrooms

Mediterranean -Style Crust Salmon 12.95  
Salmon with sun-dried alfredo sauce

**Center of the Plate (exclusively plated)**

Baked Mediterranean Salmon 14.50-16.00  
8 oz Filet finished with sun-dried tomato, basil cream sauce and served over wild  
and white rice. Three-bean medley of vegetables

Grilled French-Cut Rib Eye 19.50-21.00  
12 oz cut dipped in Au Jus prior to serving. Served with steak fries or garlic  
mashed potatoes. California blend vegetables.

Pork Medallion a la Moutarde 15.00-17.00  
Parmesan-encrusted pork tenderloin in a whole grain mustard sauce

Tuscany Chicken 13.00-15.00  
Breast of Chicken with portabella mushroom, artichokes, and tomatoes in a herb alfredo

Tortilla Crusted Tilapia 12.50-13.50  
Filet of tilapia coated with chipotle and lime over white rice

**Center of the Plate Accompaniments**

**Preset: tossed salad, rolls and butter, coffee or milk**  
**Includes Chef's choice of vegetables, potatoes or rice**

Hot Hors d'oeuvres (price per dozen)

Chicken Drumsticks.....	10.50
Hot Wings.....	12.50
Stuffed Mushrooms (crab or sausage).....	12.50
Meatballs (Swedish, Burgundy, or Sweet and Sour).....	9.50
Mini Quiche.....	12.50
Stuffed Potato Skins.....	10.00
Cocktail Wieners.....	7.50
Franks in a Blanket.....	8.50
Spinach and Artichoke Dip.....	14.95

Cold Hors d'oeuvres

Chips and Dip.....	9.95/lb
Pretzels with Honey Mustard Dip.....	9.95/lb
Fancy Mixed nuts.....	12.95/lb
Fruit Kabobs.....	12.00/dz
Jumbo Shrimp.....	15.00/dz

Hors d'oeuvres Tray (serves 50 people)

Vegetable Display with Ranch Dip.....	45.00
Crostini Tray.....	45.00
Bruschetta Tray.....	45.00
Taco Dip Tray with Tortilla Chips.....	45.00
Assorted Cheese Tray (Swiss, Cheddar, Pepper jack).....	49.00
Assorted Canapés.....	52.00
Fresh Fruit Tray.....	45.00
Ham and Cream Cheese Roll-Ups.....	55.00
Smoked Salmon Display.....	75.00
Maison Pâté.....	35.00
Salmon Pâté.....	45.00
Chocolate Fondue.....	75.00

Rich milk chocolate with fresh strawberries, pineapple, and bananas

### Hors d'oeuvres Buffets

Executive Package: 14.95/person

Vegetable Display with Ranch Dip  
Bruschetta Tray  
Smoked Salmon Display  
Fresh Fruit Tray  
Assorted Cheese Tray  
Swedish Meat Balls  
Stuffed Mushroom Caps  
Chips and Dip  
Pretzels and Dip  
Tortilla Chips and Salsa  
Chocolate Fondue

Grand Package: 11.95/person

Vegetable Display with Ranch Dip  
Fresh Fruit Tray  
Burgundy Meat Balls  
Stuffed Potato Skins  
Medallion Sandwiches  
Chips and Dip  
Tortilla Chips and Salsa/Taco Dip

### Desserts

Home Made Fancy Bars: 2.50/person

Dessert Table: 3.00/person  
Includes cookies, cakes, and pies

## Banquet Beverage Policies and Menu

All banquet functions will come to a close at 12:00 a.m.

Everyone consuming alcoholic beverages must be of legal drinking age, unless accompanied by parent or guardian. Parent or guardian must purchase drinks and oversee minor.

The Ladder House reserves the right to stop serving alcoholic beverages to intoxicated guests

### Menu

Half Barrel Domestic.....	175.00
Budweiser	
Miller	
Coors	
Half Barrel Premium.....	
215.00	
Leinenkugels	
Half Barrel Imported.....	
280.00	
Capital	
New Glarus	
House Wine.....	16.00/bottle
Our wine list is also available	
for all banquets.	
Open bar, Option #1.....	3.00/rail
	3.50/call
	4.00/top
Open bar, Option #2.....	40.00/btl rail
	50.00/btl call
	60.00/btl top
Soda, 16oz.....	1.00/glass
Soda, pitcher.....	4.00