

Sassafrass Catering Wedding Reception Questionnaire

What are the names of the bride and groom?

What is the date, time, and location of the wedding ceremony?

Where is the reception to be held (same spot as the ceremony?)

What time is the reception?

What type of kitchen facility is available to us?

Will it be a formal or casual wedding?

How many guests are you expecting?

What are some of your and your fiancés favorite foods and/or flavors?

Reception style:

Heavy appetizers

BBQ/Pig Roast

Appetizers and cocktails followed by dinner

Buffet or family style:

-How many main courses? Meat (pork, beef, lamb?), seafood (lobster, fish, crab cakes, scallops, bouillabaisse), poultry (chicken, cornish hens, duck), vegetarian option

-Salad, side vegetable, starch options?

-Will you ask for a choice selection of main course with the RSVP?

Plated dinner:

-How many courses?

-What type of courses? Appetizer, soup, salad, main, sorbet, dessert, etc

Cake:

Will you have a cake or would you prefer a dessert buffet or ice cream bar?

If you have a cake, will you do a formal cutting? We do not charge a cutting fee.

Who is making your cake?

Coffee service at table or buffet style? Do you want coffee-time sweets (ie candied ginger, truffles, caramels, etc) served at the same time?

Toasts:

Will you set aside a specific time for toasts at your reception?

Will you have a champagne toast at any point in the reception?

Late Night:

Would you like late night snacks, sweets or pasta?

Service:

In addition to service and basic clearing, we provide any or all of the following services at your event. What you choose will determine how we staff the event.

Full Set Up (opening tables and chairs, setting linens, assistance with decoration, etc)

Full Clean Up (staff would stay until the very end of your event to completely strip the space)

Minimal Set up (your friends/family/wedding planner have set all the tables as you want them, we come address last minute set up right before the event)

Basic Clean up (we continue to clear and clean throughout the event until all kitchen related work is complete. At this point, we leave the space at a basic level of order without being dismantled)

Wedding Planning:

Are you working with a wedding planner?

If not, would you like more information about Sassafrass wedding planning services?

If so, what is the name of the company and/or contact?

If not, who will be the contact person before the event in regards to rentals, details on the property, details on design requirements, etc...?

If you do not have a wedding planner, who will be the liason on the day of the event to advise us on the time line of the event, specific design while setting up, etc?

Bar:

Do you need bar services?

Sassafrass Catering does not have a liquor license and is unable to purchase alcohol for a bar.

The options are:

- a) For you to purchase the alcohol and have our bartenders serve it. We can place an order with a local purveyor based upon you requests. You will need to provide a credit card number to that purveyor for payment. We can also set up wine tastings with local purveyors and/or design specialty cocktails for you to have as a pre-ceremony or early reception greeting drink, or to have throughout the event.

- b) You can work with a licensed beverage catering company that will provide all of the alcohol and service. A beverage catering company will be hired separately, will give you a separate estimate, and will be payed separately from Sassafrass Catering. We have a list of licensed beverage catering companies in the area that we prefer.

What kind of bar do you want? Beer and wine only, or full bar?

Rentals:

Are you currently working with a rental company? I will, or you should establish an account for your event with a rental company. Throughout the planning stages I will look over and amend your order as needed. I work primarily with Wallace Tents but can provide you with other rental company information if desired.

Flowers and Lighting:

We work primarily with Chickadee Hill flowers. Chickadee Hill grows pesticide-free flowers and creates beautiful arrangements from local flowers and foliage for tables, bouquets, corsages, and boutaineers. They will work with you to create unique floral designs for your event based on your favorite flowers and colors.

If your event is outside, in a tent, or in a place where your lighting options are limited, please be sure that both the event space and the kitchen area have appropriate lighting after dark. You can rent lighting and necessary generators from your rental company. We also highly recommend on-table lighting such as candles or lanterns.

This should give a us a great foundation for planning your event. If you have any other questions or concerns, please do not hesitate to get in touch.

Thank you,

Amanda Kendall

Sassafrass Catering, 207-460-0166

Sassafrass Catering Menu Options

Below are some examples of dishes we have prepared for different events in the past. While we are happy to recreate these dishes when the ingredients are in season, we encourage you to think about foods and flavors that you love and let us create a menu based around that. This sample of our work is just that, a sample. We are inspired by new flavors, ingredients, and techniques all the time, and relish the opportunity to be inspired by the particulars of each unique event.

greeting/ specialty cocktail

Choose your favorite alcohol with
Local cranberry juice, lime and soda– ‘bog juice’
Rhubarb, lemon verbena
Blueberry mojito
Melon sorbet
Red or white local fruit sangria

Food price per person for Buffet or Plated:

main dish, salad, bread basket, 2 choices from veg/starch offerings, coffee service
2 main options-21.50
3 main options-26.50
4 main options-29.50

Labor, appetizers, rentals, service charge, maine taxes, gratuity and any bar needs would be additional.

Beef options: free range-pasture fed-local when available - choose 1

As beef is expensive—the added cost for more expensive cuts is noted

Flank or Hanger steak with Cabernet reduction and mushroom sauce
Grilled herb & garlic crusted whole spinach stuffed beef tenderloin (add \$7 per person)
Ny strip steak chili spice rub, with corn and heirloom tomato salsa (add \$5 per person)
Filet mignon with nasturtium gorgonzola crème (add \$8 per person)
Tri-tip with southwest spice rub and chimichurri (add \$3)
Ribeye (add \$4)

Slow roasted prime rib with rosemary au jus, fresh horseradish and mushroom sauté (add \$4)

Seafood Choice: local Port Clyde Coop or sustainable source for salmon - choose 1

Wild Coho salmon with tomato ginger jam or strawberry-basil salsa
Panko crusted Haddock topped with maine shrimp and herb butter sauté
Crab Cakes with lemon caper remoulade
Maine seafood bouillabaisse
Seafood Paella
Grilled scallop brochette with saffron aioli

Poultry Choices: local free range - choose 1

Roasted chicken with moroccan spices, onions garlic and olives

Duck leg confit and seared breast with a pepper jelly glaze

Fresh thyme, oregano, parsley, basil and lemon marinated chicken

Grilled chicken breast with goat cheese and spiced rhubarb chutney

Feta, bacon & spinach stuffed breast with heirloom tomato salsa

Coq au Vin

Vegetarian Options: sourced local and organic - choose 1

Individual tart crusts filled with roasted shallots, summer squashes, basil, arugula & feta

Polenta, tomato, pesto, roasted garlic, caramelized onion and goat cheese stacks

Spanakopita

Roasted summer vegetable lasagna with basil and heirloom tomato sauce

Roasted portabello mushroom with wine braised local soldier beans & swiss chard

Sweet potato or pumpkin gnocchi with brown sage butter

Vegetable Choices: sourced local and organic - choose 2

Oven roasted new potatoes, tossed with sea salt fresh herbs

Corn meal dusted parmesan-black pepper polenta grilled & drizzled with olive oil & herbs

Wild Rice and basmati- orange scented with herbs, scallions, carrots

Creamy gruyere scalloped potatoes

Sautéed green, yellow & dragon's lingerie beans with garlic butter & herbs

Grilled zucchini & yellow squash with basil pesto

Sautéed sugar snaps and cherry tomatoes

Steamed broccoli, caramelized onions and olives

Grilled cauliflower with lemon and cumin

Roasted beets, carrots & fennel

Salad Choices: sourced local and organic - choose 1

Mixed heirloom tomatoes with fresh mozzarella, and basil balsamic oil

Red Leaf with cucumbers, carrots, cherry tomatoes with lemon roasted garlic dressing

Mixed greens with blueberries, blue cheese and toasted walnuts

Station:

Carpe Diem Organic Fair Trade Coffee and Tea with local ½ & ½ and milk

Sassafrass Catering References

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