

BRISTOL HARBOUR EVENTS - SAMPLE EXECUTIVE RETREAT

The following sample is a Two Day Executive Retreat - with breakfast, lunch, dinner, and add ons.

All of our events are fully customizable and our experienced Events team looks forward to working with you to create your perfect event. Please see our Seasonal Event Menus for current selections.

Please see the following page for Food & Beverage Minimums and Policies.

DAY 1

CONTINENTAL BREAKFAST

COFFEE & TEA BAR, FRESH JUICE, MUFFINS, BAGELS, CROISSANTS, JAMS, BUTTER, PEANUT BUTTER, HONEY, BRISTOL GRANOLA, LOCAL YOGURT, FRESH BERRIES, FRESH FRUIT PLATTER

MID-MORNING BREAK

WHOLE FRESH FRUIT,
ASSORTED VEGETABLES AND DIPS, MIXED NUTS

ASSORTED HOT SANDWICH BUFFET LUNCH

REUBEN, TURKEY MELT, BEEF & CHEDDAR, GRILLED PORTABELLA PASTA SALAD, FRESH FRUIT SALAD & POTATO CHIPS
ICED TEA, LEMONADE, ASSORTED SODAS, WATER

EVENING COCKTAIL HOUR

2 HOURS OF TOP SHELF OPEN BAR
1 hour for cocktail hour, 1 hour during dinner
PASSED HORS D'OEUVRES
bacon wrapped scallops, sesame chicken

SERVED DINNER

FRENCH ONION SOUP *gruyère crostini*
HARVEST SALAD *field greens, pear, walnut, dried cranberry, pumpkin seed, maple vinaigrette*
ARTISAN ROLLS AND WHIPPED BUTTER
GUEST'S CHOICE OF:
10 oz GRILLED NY STRIP STEAK
OR
SHRIMP & SCALLOPS
OR
HARBOUR STUFFED CHICKEN
ACCOMPANIMENTS:
TARRAGON ROASTED CARROTS and ROASTED RED POTATOES

DESSERT

NEW YORK STYLE CHEESECAKE *chocolate sauce*
CHOCOLATE CHIP COOKIES and MINI BROWNIE BITES

DELUXE COFFEE & TEA STATION

Please note: all food & beverage subject to 15% gratuity. The 15% gratuity is given entirely to wait staff who service your event.

DAY 2

FINGER LAKES BOUNTY BREAKFAST

DELUXE COFFEE & TEA BAR, FRESH JUICE, MUFFINS, BAGELS, CROISSANTS, JAMS, BUTTER, PEANUT BUTTER, SMOKED SALMON, CREAM CHEESE AND CAPERS, BRISTOL GRANOLA, LOCAL YOGURT, MEDLEY OF SLICED FRUIT AND BERRIES, SCRAMBLED EGGS, CIDER BRINED BACON, BREAKFAST SAUSAGE, OMELETTE STATION, FRENCH TOAST WITH MAPLE SYRUP

MID-MORNING BREAK

WHOLE FRESH FRUIT,
ASSORTED VEGETABLES AND DIPS, MIXED NUTS

BRISTOL BUFFET LUNCH

HOUSE SALAD *italian, balsamic, ranch, bleu cheese dressings*
BAKED SALMON *mustard beurre blanc*
BRUSCHETTA PENNE *tomato, garlic*
QUINOA RICE BLEND and GRILLED BROCCOLINI
ICED TEA, LEMONADE, ASSORTED SODAS, WATER

MID-AFTERNOON SWEETS & TREATS BREAK

FRESH BAKED HOUSE-MADE COOKIES,
BROWNIES, BLONDIES, CHEESECAKE BITES



EXECUTIVE RETREAT PRICING & POLICIES

*We would be honored to host your special event. Our experienced Events Team looks forward to working with you to fully customize your event to meet your specific needs.
Please contact us at events@bristolharbour.com to schedule a tour and discuss your vision for your event.*

PRICING AND INCLUSIONS

All of our events are fully customizable. Please see our Seasonal Event Menus for selections and pricing. All events include complimentary use of ivory or white linens or napkins.

SPECIAL EVENT FOOD & BEVERAGE MINIMUMS

The following must be spent on Food & Beverage in order to host your event at Bristol Harbour:

PEAK SEASON (MAY - OCTOBER)

Naples Room *seats up to 24 guests*

Sunday - Friday: \$1,000 | Saturday: \$1,500

Bristol Room *seats up to 147 guests*

(+60 additional guests on the covered terrace)

Sunday - Friday: \$3,000 | Saturday: \$4,000

Seneca Ballroom *seats up to 260 guests*

Sunday - Friday: \$5,000 | Saturday: \$6,000

NON-PEAK SEASON (NOVEMBER - APRIL)

Naples Room *seats up to 24 guests*

Sunday - Friday: \$500 | Saturday: \$1,000

Bristol Room *seats up to 147 guests*

(+60 additional guests on the covered terrace)

Sunday - Friday: \$2,500 | Saturday: \$3,500

Seneca Ballroom *seats up to 260 guests*

Sunday - Friday: \$4,500 | Saturday: \$5,500

DEPOSIT AND PAYMENT

A deposit of 50% of the total event cost is required at the time of booking in order to reserve your event space. The remaining balance is due 21 days prior to your event. A personal check or bank cashier check is accepted for payment. A valid credit card will be kept on file for incidental charges.

CHARGES, TAX, AND GRATUITY

All charges are subject to change. All invoices are subject to applicable New York State sales tax. All charges and unpaid balances must be paid in full 21 days prior to your event. A 15% gratuity is added to all Food & Beverage throughout your event. The 15% gratuity is given entirely to wait staff who service your event. Gratuity must be paid at the time of your final payment. If paying by check, you must submit two checks - one check for the amount of the invoice and a second check for the gratuity. If you are paying by Credit Card, you must let us know what card to charge at the time you submit your final payment, but we will not charge the gratuity to the card until the conclusion of your event.

