

Menu Overview - in addition to Hors d'Oeuvres

Notes for Radnor Service	Be prepared with the salads to be able to increase service, if required
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Open House Reception

Small and Lunch Plate Gourmet Grazing Stations

Providing for substantial tastings of various menu items throughout the evening.

Lunch Buffet served from the front

here we discuss

- your lunch
- your decor
- your linens
- your seating

Dessert Service : continuing from 1:30 on buffet set out with some elements butlered as well

Coffee, Decaffeinated, Teas Service : we are going to have this as buffet off non-alcohol bar, with Ice Tea & Lemonade

Decoration/Flowers : garden party sensibility
To what extent substantial within overall budget

Music : none this year

Entertainment : none this year

Table Top Lighting

None required at this time

Audio Visual Needs

None Required at this time

Lighting - general elements

None Required at this time

Screens for blinding No screens required at this time *SpecGrn # 5*

Tenting General Outline: tenting supplied by "Select"/Radnor - a Contract

Smoking & Ashtrays: May smoke inside & out *Ashtrays 18*

Trash Services: we will be able to leave trash in a safe place

Kitchen: in supplied kitchen tent with sides
 navigating security is the challenge

An analysis of the planned seating and at what table shapes

Provision for Cocktail Seating

LAUNCH from Table Linen	Seating how many :	112	<i>White wood chairs</i>				
	At what shapes	Hi	30"	36"	48"	60"	
	# Tables	3	0	0	16	0	
Total Tables		19					

We have increased seating by 33% and added three stand-at hi-top tables.

Kinds of Chairs # of Chs	112	0
	Rentals	Locals

Linens Colors - put into effect

with this proposal for you

The colors can be changed until you are pleased with the design'

- Primary Base Color* Poly stripe ivory
- Secondary Base* Windsor heavy damask
- 1st Overlay Color* Poly stripe ivory

1st Accent Color Windsor heavy damask

Windsor Sample

