

Portofino

**249 East Main Street
Lexington, Kentucky
40507**

859.253.9300
859.258.2488 (fax)

Wayne and Susan Masterman, Owners
Robert Carter, Managing Partner
Kari Graham, Manager
Kristen Richardson, Manager

Thank you for considering Portofino for your function. Business luncheons and dinners, rehearsal dinners, special events or celebrations, weddings, receptions, corporate outings, lectures, demonstrations, cocktail parties and holiday parties can all be accommodated.

Here at Portofino we have a number of choices when planning your event. Depending on the size and type of party, we have three rooms available. One of our main dining rooms can seat up to 36 guests. Our party room can seat up to 100 guests. Our Wine Room, which can seat up to 24 guests, is perfect for lecture-demonstrations or intimate dinners, as well as chef tastings and wine dinners. (These numbers reflect sit-down dining. Receptions and similar functions allow for another 80-200 guests.) The entire restaurant has been booked for cocktail parties up to 900 guests and 275 guests for sit down dinners.

Dinner package prices begin at \$40.00 plus tax and gratuity. The basic package includes salad, bread, entrée choice and tiramisu for dessert. This does not cover any alcoholic beverages but does include Pepsi products, coffee, and iced tea. Prices for lunches, receptions, etc. will be given on request. Menus can be tailored to suit dietary needs.

Please call Portofino at 859-253-9300 with any questions. We would be happy to meet with you at your convenience to plan for your next function here at Portofino.

Appetizers

ALL APPETIZERS ARE SERVED FAMILY STYLE & ARE PRICED PER PERSON
BASED ON YOUR CONFIRMED NUMBER OF GUESTS

<input type="checkbox"/>	BITE SIZE DEEP-DISH ASSORTED PIZZA	3
<input type="checkbox"/>	SHRIMP COCKTAIL	8
<input type="checkbox"/>	CHICKEN QUESADILLA HORNS	3
<input type="checkbox"/>	GRILLED CHICKEN SATE W/ CHILI PLUM SAUCE	3
<input type="checkbox"/>	SPINACH & FETA PHYLLO TRIANGLES	3
<input type="checkbox"/>	CROSTINI W/ TOMATO BASIL TOPPING	3
<input type="checkbox"/>	CROSTINI W/ SAUSAGE & SUNDRIED TOMATO PESTO TOPPING	4
<input type="checkbox"/>	CROSTINI W/ SMOKED SALMON AND HERBED GOAT CHEESE	5
<input type="checkbox"/>	CRAB CAKES	6
<input type="checkbox"/>	RASPBERRY, BRIE & ALMONDS IN PUFF PASTRY	3
<input type="checkbox"/>	VEGETABLE SPRINGROLLS	3
<input type="checkbox"/>	FRIED CALAMARI & ROCK SHRIMP	7
<input type="checkbox"/>	BRUSCHETTA	3
<input type="checkbox"/>	BUFFALO CHICKEN SPRINGROLLS	4
<input type="checkbox"/>	MINI REUBEN CRISPS	4
<input type="checkbox"/>	SCALLOPS WRAPPED IN BACON	7

Portofino Banquets Entrees for \$40

Please select three from this list. These will be offered to your guests on the day of your dinner. Portofino will have a custom designed menu printed for your guests.

SHORT RIBS

Slow braised and served on Yukon Gold mashed potatoes with Sheltowee Farm mushroom gravy and seasonal vegetables

ATLANTIC SALMON

Broiled salmon served with seasonal sauce, basmati rice and seasonal vegetables

CHICKEN & VEGETABLE PASTA

Grilled chicken breast with seasonal sauce and vegetables over Chef's choice of pasta

PAN SEARED CHICKEN

Herbed chicken breasts on creamy parmesan polenta with a seasonal sauce and seasonal vegetables

PASTA BOLOGNESE

A slow simmered ragù of Italian sausage, ground chuck, tomato, garlic, basil and oregano served on Chef's choice of pasta

CHICKEN & PROSCIUTTO RAVIOLI

Raviolis stuffed with chicken, prosciutto, provolone and herbs served with marinara and crispy fried leeks.

ROAST MARINATED PORK TENDERLOIN

Rubbed with olive oil, garlic, and fresh herbs; slow roasted and served with a seasonal sauce & vegetables and creamy parmesan polenta

LASAGNA-MEAT LOVER OR VEGETARIAN

The Classic. Pasta sheets layered with ricotta, provolone, mozzarella, and Parmesan cheese served with your choice of marinara or Bolognese sauce.

Salads

- | | | |
|--------------------------|------------------------|------------|
| <input type="checkbox"/> | Portofino Dinner Salad | (included) |
| <input type="checkbox"/> | Caesar Salad | \$2 |
| <input type="checkbox"/> | Goat Cheese & Apple | \$4 |

Desserts

- | | | |
|--------------------------|--------------|------------|
| <input type="checkbox"/> | Tiramisu | (included) |
| <input type="checkbox"/> | Key Lime Pie | \$2 |
| <input type="checkbox"/> | Cheesecake | \$3 |

Portofino Banquets Entrees for \$50

Please select three from this list. These will be offered to your guests on the day of your dinner. Portofino will have a menu printed for your guests.

BONELESS SHORT RIBS

Slow braised and served on Yukon Gold mashed potatoes with Sheltowee Farm mushroom gravy & seasonal vegetables

ATLANTIC SALMON

Broiled salmon served with seasonal sauce, basmati rice and seasonal vegetables

CHICKEN & VEGETABLE PASTA

Grilled chicken breast with a seasonal sauce and vegetables over Chef's choice of pasta

SPINACH & FOUR CHEESE RAVIOLI

Lexington Pasta Co. spinach pasta filled with four Italian cheeses served with marinara and crispy fried leeks

PASTA BOLOGNESE

A slow simmered ragù of Italian sausage, ground chuck, tomato, garlic, basil and oregano served on Chef's choice of pasta

CHICKEN & PROSCIUTTO RAVIOLI

Raviolis stuffed with chicken, prosciutto, provolone and herbs served with marinara sauce and crispy fried leeks

ROAST MARINATED PORK TENDERLOIN

Rubbed with olive oil, garlic, and fresh herbs. Slow roasted and served with a seasonal sauce, seasonal vegetables and creamy Parmesan polenta

LASAGNA-MEAT LOVER OR VEGETARIAN

The Classic. Pasta sheets layered with ricotta, provolone, mozzarella, and Parmesan cheese served with your choice of marinara or Bolognese sauce

CHICKEN PORTOFINO

Herbed chicken breasts on creamy parmesan polenta with a mushroom Marsala sauce and seasonal vegetables

NEW YORK STRIP

Grilled New York strip (cooked MEDIUM) with horseradish cream, baked potato and seasonal vegetables

TILAPIA

Tarragon baked tilapia with basmati rice with chili plum glaze and seasonal vegetables

BORDELAISE TENDERLOIN

Medallions of beef (cooked MEDIUM) on Yukon gold mashers, shallot bordelaise and seasonal vegetables

SHRIMP & GRITS "ITALIAN STYLE"

Sautéed shrimp, Parmesan polenta, Madeira reduction and seasonal vegetables

Salads

Portofino Dinner Salad (included)

Caesar Salad (included)

Goat Cheese & Apple \$4

Desserts

Tiramisu (included)

Key Lime Pie (included)

Cheesecake \$3

Portofino Banquets Entrees for \$ 75.00

Please select three from this list. These will be offered to your guests on the day of your dinner. Portofino will have a menu printed for your guests.

FILET MIGNON

Cooked medium served with Yukon Gold mashed potatoes and seasonal vegetables with a bourbon-peppercorn sauce

CHICKEN SALTIMBOCCA

Airline chicken breasts stuffed with fresh mozzarella, prosciutto and sage served with creamy Parmesan polenta, seasonal sauce and seasonal vegetables

NEW YORK STRIP

Grilled New York strip (cooked MEDIUM) with a gorgonzola port compound butter, seasonal vegetables and a baked potato

RIBEYE

Grilled Ribeye (cooked MEDIUM) on Yukon gold mashed potatoes, horseradish cream sauce and seasonal vegetables

SHRIMP SCAMPI

Sauteed in a lemon garlic butter sauce served over basmati-lentil rice and seasonal vegetables

RUBY RED TROUT

Stuffed with seasonal crab on basmati-lentil rice with a seasonal sauce and vegetables

VERLASSO SALMON

Hot & sour stir fry of shittake mushrooms, snow peas, red peppers & carrots with cilantro rice & baby bok choy. Served with side of chili plum

Any item(s) listed under our other banquet menus may also be added to your selections

Choose up to two salads and two desserts

Salads

- Portofino Dinner Salad (included)
- Caesar Salad (included)
- Goat Cheese & Apple (included)

Desserts

- Tiramisu (included)
- Key Lime Pie (included)
- Cheesecake (included)

Portofino Lunch Banquets Packages

LUNCH PACKAGE #1 CHOOSE THREE

- CAESAR SALAD WITH CHICKEN
- LASAGNA WITH MARINARA OR MEAT SAUCE and SALAD
- CHICKEN & VEGETABLE PASTA and SALAD
- ALFREDO WITH CHICKEN and SALAD
- CHICKEN SALAD SANDWICH and FRIES
- DELI TURKEY & SWISS ON A CROISSANT and FRIES

INCLUDES ICED TEA, COFFEE OR A PEPSI PRODUCT

\$16 PLUS TAX AND GRATUITY

LUNCH PACKAGE #2 CHOOSE THREE

CHOICES ALSO INCLUDES PACKAGE #1

- CAESAR SALAD WITH SALMON
- GOAT CHEESE AND APPLE SALAD
- ATLANTIC SALMON and SALAD
- HOT BROWN and SALAD
- SEASONAL GRILLED CHICKEN and SALAD

INCLUDES ICED TEA, COFFEE OR A PEPSI PRODUCT

\$22 PLUS TAX AND GRATUITY

<u>Salads</u>	
<input type="checkbox"/>	Portofino Dinner Salad (included)
<input type="checkbox"/>	Caesar Salad \$2
<input type="checkbox"/>	Goat Cheese & Apple \$4

<u>Desserts</u>	
<input type="checkbox"/>	Tiramisu (included)
<input type="checkbox"/>	Key Lime Pie \$2
<input type="checkbox"/>	Cheesecake \$3
COMES WITH PACKAGE #2	

Portofino Cocktail Party Packages

MINIMUM 25 PEOPLE PER PARTY PACKAGE

Cocktail #1

CHOOSE SIX OF THE FOLLOWING SELECTIONS

- | | |
|--|--|
| <input type="checkbox"/> APARAGUS WRAPPED IN PHYLLO | <input type="checkbox"/> SPINACH AND FETA PHYLLO TRIANGLES |
| <input type="checkbox"/> ASSORTED DESSERT SQUARES | <input type="checkbox"/> RASPBERRY & BRIE IN PUFFS |
| <input type="checkbox"/> CHICKEN QUESADILLIA HORNS | <input type="checkbox"/> FRANKS IN PUFF PASTRY |
| <input type="checkbox"/> SAUSAGE/SUNDRIED-TOMATO CROSTINI | <input type="checkbox"/> ASSORTED MINI PIZZAS |
| <input type="checkbox"/> MINI REUBEN CRISPS W/ HONEY MUSTARD | <input type="checkbox"/> CASHEW CHICKEN SPRINGROLLS |
| <input type="checkbox"/> PORK POT STICKER | <input type="checkbox"/> QUICHE PETITE ASSORTED |
| <input type="checkbox"/> CROSTINI W/ TOMATO BASIL TOPPING | <input type="checkbox"/> ASSORTED VEGETABLES TRAY |
| <input type="checkbox"/> ASSORTED CHEESE & FRUIT TRAY | <input type="checkbox"/> VEGETABLE SPRINGROLLS |

Light Appetizers \$19.00 Per Person / Heavy Appetizers \$27.00 Per Person

Cocktail #2

CHOOSE 6 FROM PACKAGE #1 AND 3 FROM PACKAGE #2

- | | |
|--|--|
| <input type="checkbox"/> BEEF WELLINGTON | <input type="checkbox"/> BRIE AND RASPBERRY PUFFS |
| <input type="checkbox"/> BOURBON CHICKEN/BOURSIN en CROUTE | <input type="checkbox"/> SCALLOPS WRAPPED IN BACON |
| <input type="checkbox"/> CRAB STUFFED MUSHROOMS | <input type="checkbox"/> CRAB CAKES |
| <input type="checkbox"/> GOAT CHZ & SMK SALMON CROSTINI | <input type="checkbox"/> SHRIMP COCKTAIL |
| <input type="checkbox"/> CHICKEN SATAY | <input type="checkbox"/> BUFFALO CHICKEN SPRINGROLLS |
| <input type="checkbox"/> MEATBALLS WITH MARINARA | <input type="checkbox"/> MINI ASSORTED CHEESECAKES |
| | <input type="checkbox"/> CHICKEN CORDON BLEU |

Light Appetizers \$25.00 Per Person / Heavy Appetizers \$32.00 Per Person

Portofino Executive Meeting Package

(For groups of 15 or more)

9:00am till 4:00pm

Morning Break

ASSORTED DANISHES OR DONUTS

ASSORTED YOGURTS

FRESH FRUIT BOWL

FRUIT JUICES, MILK, SODAS, ICED TEA & COFFEE

Lunch Menu

Please select THREE

GOAT CHEESE & APPLE SALAD

CAESAR SALAD with CHICKEN or SALMON

CHICKEN SALAD SANDWICH and FRIES

DELI TURKEY with SWISS ON a CROISSANT and FRIES

LASAGNA with MARINARA or BOLOGNESE and HOUSE SALAD

CHICKEN PARMESAN and HOUSE SALAD

HOT BROWN and HOUSE SALAD

SALMON and HOUSE SALAD

SEASONAL GRILLED CHICKEN and HOUSE SALAD

Late Afternoon Break

Please select ONE

ASSORTED DESSERT TRAY

ASSORTED CHEESE and CRACKER TRAY

VEGETABLE and FRUIT TRAY

\$30.00 per person

(sales tax and a 20% service charge will be added--Minimum \$100 gratuity)

(Alternate hours fee of \$100.00 per hour)

BEVERAGE SERVICE

OPEN BAR

WINE CEILING \$ _____ PER BOTTLE

BEER DOMESTIC IMPORTS BOTH

CASH BAR (INDIVIDUAL PAYS FOR HIS DRINKS)

NO WINE, BEER or COCKTAILS

DOOR SIGN - _____

MENU HEADING - _____

TABLE SETUP - _____

SPECIAL INSTRUCTIONS:

EXTRA CHARGES

THESE CHARGE WILL ONLY BE ADDED IF YOU ASK FOR ANY OF THESE SERVICES

Audio / Visual Services

<input type="checkbox"/>	LCD CHARGE	\$50.00
<input type="checkbox"/>	SCREEN CHARGE	\$50.00
<input type="checkbox"/>	MICROPHONE CHARGE	\$50.00
<input type="checkbox"/>	TELECONFERENCE	\$50.00
<input type="checkbox"/>	INTERNET SERVICE	NC
<input type="checkbox"/>	DVD /VCR	\$25.00
<input type="checkbox"/>	FLIP CHARTS and MARKERS	\$25.00
<input type="checkbox"/>	COMPUTER CHARGE	\$25.00

Other Services

<input type="checkbox"/>	CAKE CUTTING CHARGE (PARTIES ONLY)	\$25.00
<input type="checkbox"/>	CORKAGE FEE (PER BOTTLE)	\$25.00
<input type="checkbox"/>	BAR SET UP CHARGE (SET UP BAR IN ROOM)	\$100.00
<input type="checkbox"/>	EXTRA SERVER CHARGE (PER SERVER)	\$100.00
<input type="checkbox"/>	EXTRA HOURS CHARGE (PER HOUR)	\$150.00
<input type="checkbox"/>	ROOM SETUP CHARGE (ANYTHING EXTRA)	\$100.00
<input type="checkbox"/>	ROOM CLEANUP CHARGE (ANYTHING EXTRA)	\$100.00
<input type="checkbox"/>	OPENING FOR LUNCH ON A SATURDAY OR SUNDAY	\$1,000.00

Portofino Private Room Reservation Form

Customer Information

Group/ Company Name _____

Address _____

City _____

State _____ ZIP _____

Contact Person _____

Phone(day) _____

Phone(evening) _____

Fax _____

Credit card _____

Exp _____ E-mail _____

Event Information

Date of
Event _____

Time of
Event _____

Number of
Guests _____

Terms & Conditions

- 1 ALL PRIVATE FUNCTIONS ARE ASSIGNED AND PRIORITIZED UPON CONFIRMATION.
- 2 PRIVATE FUNCTIONS FOR LUNCHESES AND DINNERS CANNOT BE CONFIRMED UNTIL A SIGNED CONTRACT AND A **NON REFUNDABLE DEPOSIT** IN THE AMOUNT OF \$500 HAS BEEN RECEIVED
- 3 DURING THE MONTHS OF APRIL, MAY, SEPTEMBER, OCTOBER AND DECEMBER, FOR THE EVENINGS OF THURSDAY, FRIDAY AND SATURDAY, THERE WILL BE A \$2000 MINIMUM FOR THE SUNROOM
- 4 ALL PAYMENTS ARE DUE AT THE END OF THE EVENING UNLESS PRIOR ARRANGEMENTS HAVE BEEN MADE.
- 5 ANY CANCELLATIONS MUST BE GIVEN TO A **MANAGER** ONLY, SEVEN DAYS PRIOR TO FUNCTION OR CREDIT CARD WILL BE CHARGED 50% OF AGREED FUNCTION PRICE. IN THE EVENT OF A CANCELLATION, YOU HAVE 30 DAYS TO RESCHEDULE YOUR EVENT. OTHERWISE, THE DEPOSIT IS FORFEITED.
- 6 AN AUTOMATIC 20 % SERVICE CHARGE (18% GRATUITY & 2% MISC) AND 6 % SALES TAX WILL BE ADDED.
- 7 CLIENT AGREES TO A MINIMUM FEE OF \$500.00 EXCLUDING SALES TAX AND GRATUITY.
- 8 THERE WILL BE A MINIMUM \$100 GRATUITY PER SERVER TO ALL EVENING OR WEEKEND DAY EVENTS. A MINIMUM \$50 GRATUITY FOR ALL MORNING EVENTS OR LUNCHEONS.
- 9 WE RESERVE THE RIGHT TO UPDATE OUR PRICES AT ANY TIME.
- 10 WE RECOMMEND THAT YOU TEST YOUR PERSONALLY OWNED AUDIO/VISUAL EQUIPMENT FOR COMPATIBILITY WITH OUR SYSTEMS PRIOR TO YOUR EVENT
- 11 **THE NUMBER OF GUESTS MUST BE CONFIRMED THREE DAYS PRIOR TO EVENT BY EMAIL . IF NO EMAIL CONFIRMATION IS RECEIVED, YOU WILL BE CHARGED FOR THE ORIGINAL AMOUNT OF GUESTS LISTED ON THE CONTRACT.**
- 12 **IN THE EVENT OF SEPARATE CHECKS, THIS CHARGE WILL GO TO THE HOST OR CREDIT CARD ON FILE. IF ORDERING OFF OF OUR REGULAR DINNER MENU, A CHARGE OF \$50 PER PERSON WILL ALSO BE CHARGED TO THE HOST OR CREDIT CARD ON FILE FOR NUMBER OF CONFIRMATIONS NOT MET**
- 13 **THERE WILL BE AN ALTERNATE HOURS FEE OF \$100 PER HOUR IF EVENT IS SCHEDULED BEFORE OPENING HOURS OR BEYOND CLOSING HOURS.**

Authorized Signature

Date
