

Houston Mill House
849 Houston Mill Road, Atlanta, GA 30329
(404) 712-6020 or (404) 712-6018

Catering Information

When it comes to social events, our Banquet and Catering Staff will effortlessly orchestrate a menu to dazzle even the most discriminating palate. We will be pleased to assist you in planning your details, and in arranging for your rental of audio-visual equipment or coordinating services such as music, entertainment, decorations, floral arrangements, and related items. We hope that the following information will help your event planning a little easier:

Food & Beverage

All Food and Beverage charges are subject to a 21% service charge and applicable sales tax. By state law, sales tax is added to the total cost of the function. Printed menu pricing is subject to change without notice; however, all contracted pricing will be honored.

Food & Beverage Control

No Food or Beverage of any kind will be permitted to be brought into or taken out of Houston Mill House. Houston Mill House reserves the right to remove Food and Beverage brought into the facility in violation of this policy. The Georgia State Liquor Commission regulates the sales and service of all alcoholic beverages. Houston Mill House is responsible for compliance with these regulations. It is our policy, therefore, that no alcoholic beverages may be brought onto the premises for a catered function. As a licensee, we encourage our patrons to drink responsibly. We will not serve alcoholic beverages to minors or to anyone that appears to be intoxicated. We support the "Designated Driver" program, and will offer complimentary soft drinks to a Designated Driver.

Guarantees

In arranging for private functions, attendance must be specified and communicated to Houston Mill House at least 72 business hours prior to the function. This will be considered the final guarantee for billing purposes, and is not subject to reduction. You will be charged for the guarantee or the actual number attending, whichever is greater. If the final guarantee is not given by the specified deadline, the contracted expected attendance figure will be considered the guarantee.

Labor Charges

A \$90.00 Bar set-up fee will apply for each bar required.
A \$90.00 Chef attendant fee will apply for each chef required; i.e. action & carving stations.
A \$90.00 Butler fee will apply for each butler required; i.e. food and beverage tray pass.

Billing

Direct billing is not available for social banquet functions. A deposit of 50% of the estimated banquet revenue is required. All deposits are non-refundable. Full payment is due 72 business hours prior to start of the function.

Décor

All decorations, displays and exhibits brought to the facility must be approved prior to arrival. They must conform to State Codes, fire regulations and Houston Mill House policy. Items cannot be attached to walls, ceilings, windows and fixtures with nails, staples or any other substance unless written approval is given in advance. Any damage that is incurred by using materials that are not approved for attachment will be charged to the client and must be settled on departure. The hanging of approved signs or banners must be handled by Houston Mill House staff. A \$25.00 per hour labor charge will be incurred.

Delivery Packages

Delivery and Storage of Packages and materials must be coordinated with your representative.

Audio-Visual Services

Our catering representative will be pleased to assist you in arranging for rental of audiovisual equipment. On-site audio-visual staff is available to assist with all production needs. All communication needs, including cellular phone, computers, radios, pagers and fax machines, are available for group or personal use. Advanced notification is required for technical support services, i.e. power phone, equipment, etc.

COFFEE BREAKS & REFRESHMENTS

CONTINENTAL BREAKFAST

Assorted Fruit Juices
Sliced Seasonal Fruit & Berry Display
Variety of Breakfast Breads, Bagels, and/or Muffins
Fresh Brewed Regular & Decaffeinated Coffee with Cream & Sugar
Selection of Specialty Teas
\$12.00 per person

Regular & Decaffeinated Coffee
Fresh Brewed Iced Tea
Lemonade
Homemade Punch
\$36.00 per gallon

Soft Drink Selections
\$2.25 each

Mineral Waters
\$3.75 each

*Applicable service charge & sales tax will be added to all catered food & beverage
(Rates are subject to change)*

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Breakfast Buffets

Mill House Brunch (minimum of 40 Guests)

Garden Greens with Julienne Vegetables & Assorted Homemade Dressings
Spicy Southern Fried Chicken
Apple Smoked Bacon
Chili Grilled Swordfish with Yellow Tomato & Cilantro Salsa
Vermont Cheddar & Fines Herbs Egg Casserole
Almond Crusted French Toast with Syrup & Fresh Berries
Cheddar Grits
Steamed Asparagus with Shiitake Mushrooms & Julienne of Red Pepper
Vidalia Onion Lyonnaise Potatoes
\$34.00 per person

Classic Breakfast (minimum 30 guests)

House Cured Gravlox Platter
Belgian Waffles with Cinnamon Syrup & Peach Compote
Eggs Sardou
Grilled Sausage Links & Hickory Smoked Bacon
Buttered Southern Grits
Vidalia Onion Lyonnaise Potatoes
\$23.00 per person

For An Extra Touch (minimum 30 guests)

Omelet Station*

Prepared to Order with Fillings of Diced Ham, Cheddar Cheese, Mushrooms, Sautéed Peppers & Onions

\$6.00 per person

***Attendant's Fee of \$90.00 per station will apply**

All Brunches Include Three (3) Assorted Fruit Juices, Sliced Fresh Seasonal Fruit, Array of Breakfast Breads & Bagels with Assorted Fruit Preserves, Butter, & Cream Cheese Fresh Brewed Regular & Decaffeinated Coffee, Iced Tea, & a Selection of Hot Teas

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(Rates are subject to change)*

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