

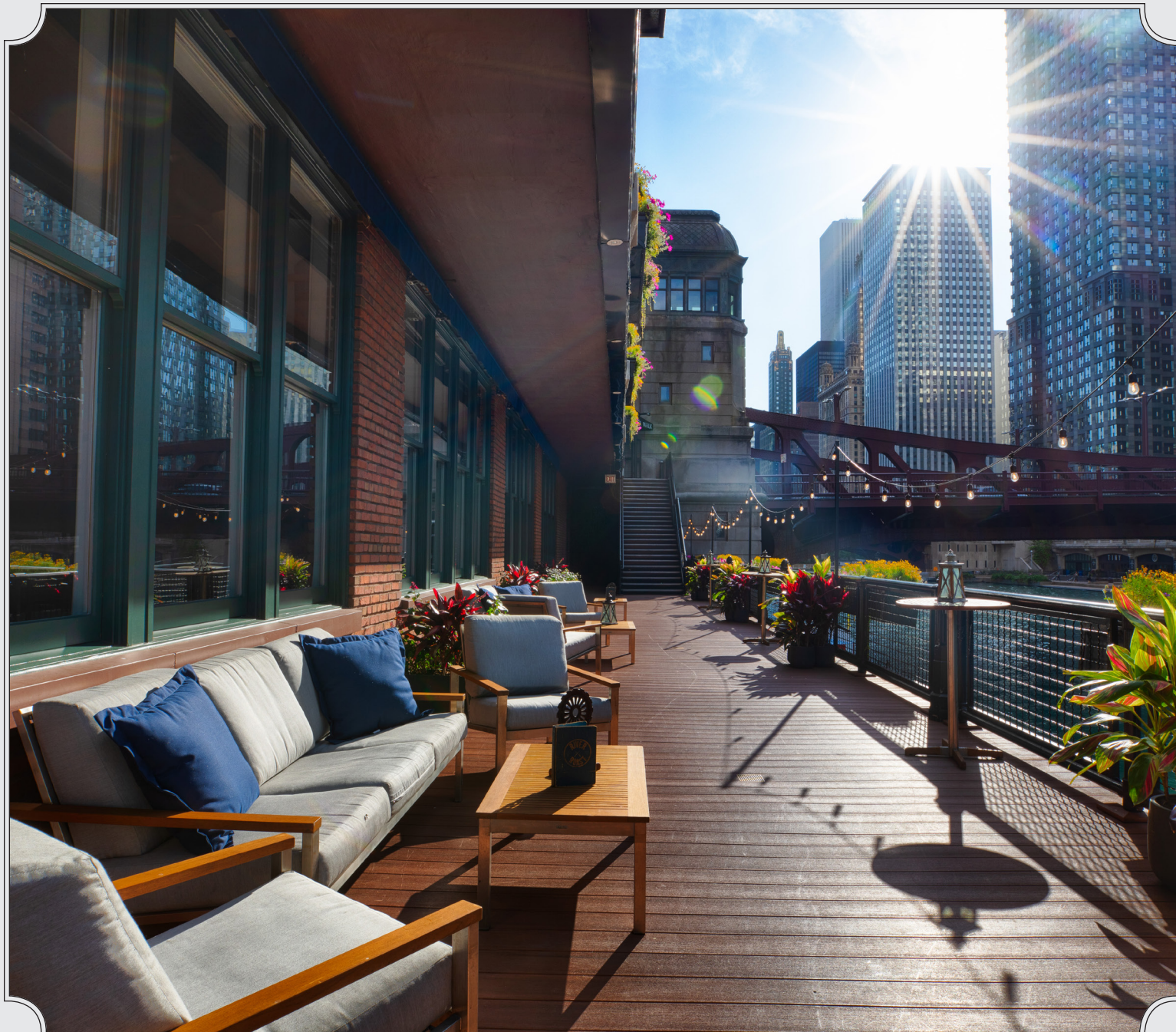


RIVER ROAST

Private Events

315 N. LASALLE STREET x CHICAGO, IL x 312 527 1417

RIVERROASTCHICAGO.COM



SITUATED IN THE HEART OF THE CITY, WITH STRIKING VIEWS OF THE CHICAGO RIVER AND CITY SKYLINE

River Roast Private Events offers an impressive setting for your next party or meeting. Helmed by an impressive culinary team, River Roast is a lively social house and gathering place.

Experienced event planning and service teams aim to accommodate and anticipate your needs for a flawless event. Whether you're planning a grand gala for 300 people or an exclusive affair for eight, the delectable customized menus and exceptional views will impress.

CONTACT OUR EVENT SALES TEAM

312 527 1417 or
rrevents@levyrestaurants.com
riverroastchicago.com
315 N. LaSalle Street | Chicago, IL

RIVER ROAST
Private Events

EVENT SPACES

With 6 event spaces to choose from – each featuring sophisticated decor that pays tribute to the historical landmark building the restaurant is housed in – the options for corporate and social events are endless.



EVENT SPACES	SEATED	RECEPTION
THE MURDOCH	280	400
THE MONARCH	160	200
MONARCH ROOM A	60	85
MONARCH ROOM B	70	90
THE REID BAR	N/A	25
THE MAIN DINING ROOM	120	150
THE COMMERCE ROOM	16	N/A
THE SEMI-PRIVATE ROOM	24	N/A
THE VERANDA CENTER	N/A	20
<i>For larger than life events</i> THE COMPLETE PROPERTY	N/A	1000

ALL DAY MEETING PACKAGE

85.00 per guest
Minimum of (25) guests

BREAKFAST

SELECTION OF CHILLED FRUIT JUICES

cranberry, orange, grapefruit

FRESH FRUIT PLATTER

ASSORTMENT OF BREAKFAST PASTRIES

YOGURT PARFAIT

plain yogurt, granola, mixed berries

OATMEAL

brown sugar, mixed berries, maple syrup

ENHANCEMENTS

25.00 per guest

BREAKFAST SANDWICH

bacon, egg and cheese OR
sausage, egg and cheese

HASHBROWN SKILLET

sour cream, chives

SCRAMBLED EGGS

cheddar cheese, chives

COUNTRY SAUSAGE OR CRISPY BACON

MORNING BREAK

CREATE YOUR OWN TRAIL MIX

raisins, nuts, sunflower seeds,
assorted candies, chocolate-covered pretzels

LUNCH

(please choose three)

STEAK SANDWICH

strip loin, caramelized onions, truffle aioli,
brioche bun

ITALIAN SUB

ham, salami, provolone, lettuce, tomato, onion,
italian bread

CHICKEN SALAD CROISSANT

roasted chicken, celery, grapes

GRILLED VEGETABLE WRAP

grilled vegetables, crisp romaine, chevre spread

Station Includes:

CLASSIC CAESAR SALAD

crisp romaine, parmesan, croutons,
creamy caesar dressing

HOUSEMADE BBQ CHIPS

ASSORTED COOKIES AND BROWNIES

ENHANCEMENTS

25.00 per guest

NEW YORK STRIP STEAK

herb and garlic roasted, red onion jam,
horseradish crème fraiche

SIGNATURE CHICKEN BREAST

lightly-smoked, herb demi-glace

CHOPPED SALAD

romaine, feta cheese, red pepper-onion
relish, olive, tomato, red wine vinaigrette

GRILLED CARROTS

coriander dill yogurt

RIVER ROAST CRISPY POTATOES

red wine vinaigrette

AFTERNOON REFRESH

SWEET AND SALTY KETTLE POPCORN

PRETZEL STICKS

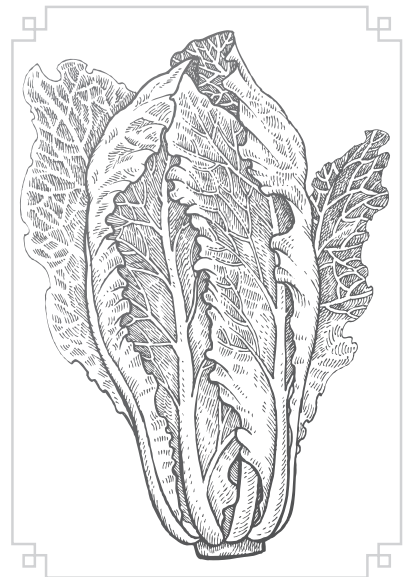
NON-ALCOHOLIC BEVERAGE PACKAGE

15.00 per guest

Unlimited soft drinks for the day

Freshly brewed Iced Tea and Lemonade

Locally Roasted Metropolis Coffee,
Decaffeinated Coffee and
Assorted Herbal Teas



RIVER × ROAST
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Menus are subject to 21% service charge and 11.75% sales tax. Menus subject to seasonal changes. Pricing is subject to change.

POLICIES

FOOD AND BEVERAGE MINIMUM

This price reflects the base amount that is required to be spent in food and beverage during your event time.

This minimum excludes tax, event fees and service charge.

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THE NEXT STEPS

In order to confirm a date we require a signed contract which includes the terms of agreement, event space, date and time frame. In addition to the contract we require a deposit that is 25% of the total food & beverage minimum for the event.

Menu selections are due 30 days prior to the event.

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EVENT FEES

11.75% tax - Chicago city venue tax is standard and subject to change based on local ordinance. 21% service charge – 21% of the food and beverage subtotal is used to support the staff working the event as well as the behind the scenes team. This service charge is not a tip or gratuity and is not distributed to service employees. Additional payment for tips or gratuity for service, if any, is voluntary and at your discretion.

\$150 bartender fee – events with alcohol service require 1 bartender per 50 guests

\$175 chef attendant fee – food stations with an attendant

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FINAL GUEST COUNT AND PAYMENT

Your guaranteed minimum guest count is due 7 full business days prior to your event date. Final charges will be based on guaranteed guest count or actual guest count, whichever is greater. Final payment based on the guaranteed guest count is due by 7 full business days prior to the event date by credit card or cashiers check, only. Additional charges accumulated during the event will be charged the following business day.

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OUTDOOR SPACE

Please note that our outdoor veranda spaces closes at 11pm Monday - Thursday, 12am Friday & Saturday and 10pm on Sundays per the city ordinance.

FOOD & BEVERAGE POLICIES

Due to federal, state, & local laws concerning food & beverage sales, no food or beverage prepared by River Roast may be removed from the premises. Any unused items are the property of River Roast. Consuming raw or undercooked meats, poultry, seafood, shellfish or eggs may increase risk of food borne illness.

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ALCOHOL SERVICE POLICY

Per River Roast beverage policy, we have the right to card any individual who is 35 years or younger. Please inform your guests to carry the appropriate state or government issued photo ID. In addition, we do not permit any shots or neat pours to be served. This policy is to protect all parties involved while hosting an event at River Roast.

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SMOKING POLICY

In accordance with the smoke free Illinois act, River Roast prohibits smoking in public places and places of employment and within 15 feet of any entrance, exit, windows that open, or ventilation intake of a public place or place of employment.

No smoking will be permitted on the verandas.

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VENDOR CERTIFICATE OF INSURANCE

All vendors must provide a certificate of insurance no later than 30 days prior to your event. Be sure to confirm your vendors can meet the specific requirements necessary. See your sales manager for more details. Additionally, River Roast will not serve alcoholic beverages to any vendors.

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DÉCOR REMOVAL

Client is responsible for removing all décor items at the scheduled end time of their event. These items include: flowers, floral vases, pipe & drape, votive candles, guest book, gifts, champagne flutes, cake knife, cake topper, av equipment, all décor and all entertainment.

There are no exceptions to this policy.

OUR LOYALTY PROGRAM

River Roast is a part of the Levy family and participates in the frequent diner program. To enroll and for more information speak with your sales manager or visit levyrestaurants.com

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