

# Rock Creek Country Club

## *Special Events Guide*

2019

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# Welcome

Welcome to Special Events at Rock Creek Country Club.

We have planned and executed thousands of successful events and are proud to be experts in our field. Private surroundings, spectacular views and excellent service are just a few of the benefits RCCC has to offer. We are truly an all-in-one venue, meaning we can do everything from catering to flowers, music and décor. Our event spaces can be easily transformed to fit your vision while our professional staff of event planners and culinary experts will ensure attention to every detail and customize the perfect menu.

On the next few pages, you will see several options to consider when planning your event. You may either rent one of our spaces and bring in your own outside catering or hire our staff to cater and serve at your event. Most of our clients choose to use RCCC to cater, as it is usually the most cost effective option. Rental and catered events both come with tables, chairs and linens. For catered events, place settings, staffing and all food service ware will also be provided.

If you choose to rent one of our spaces, you must meet the minimum dollar value we charge for the space if you are bringing in outside food. If you bring in outside alcohol, a corkage fee will apply. These rates can be found on page 5. If you would like Rock Creek Country Club to cater your event, we will discount the space rental if you meet the food and beverage minimums. Please find the food and beverage minimums listed on page 7.

Thank you for considering us for your special event.

Warmly,

The Events Team at RCCC

# *Glossary*

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# Venues

## *The Lawn*

(accommodates up to 350)

The lawn is the perfect area to host a cocktail hour or mixer. Many of our clients book this area in conjunction with one of our indoor spaces, so guests get the best of both worlds. The lawn boasts lush vegetation set in front of rows of private hedges. One of the oldest trees on the property stands to one side of the lawn and is a picturesque feature.

## *The Chalet*

(accommodates up to 80)

This event space is perfect for more intimate affairs and is a favorite among our team. The Chalet is both modern and rustic, full of natural light from the skylights and features loft ceilings. A large built-in bar and private deck are two more features in this room. This space includes complimentary Wi-Fi.

## *Banquet Room*

(accommodates up to 200 people)

Our Banquet Room is the largest of our indoor spaces at a capacity of up to 200 people. This room is the perfect option for those wanting larger indoor events, like fundraisers, banquets, larger birthday celebrations and corporate events. The space allows for many different layouts and boasts a large dance floor, windows with a view of the course, a permanent bar, an excellent sound system and a projector. This space includes complimentary Wi-Fi.

## *Pavilion Tent*

(accommodates up to 300)

This seasonal outdoor space is our most popular during the summer months. It is available May-October 15<sup>th</sup>, when the Oregon weather is perfect for celebrating outdoors. With wonderful views of the garden and golf course, this neutral space can be transformed to fit your vision. This space also includes the garden, complete with string lights, and a portable bar. A portable dance floor and speaker system are also available upon request.

# Event Rental Rates

Below are our rental rates for our event spaces if you either wish to bring in outside catering, or do not need catering for your event. These rates follow seasonal pricing, which is why the summer months are higher than the winter and the weekend rates are higher than the weekday. Each rental includes the use of the space for 6 hours which includes set up and take down. Chairs, tables and in house linens in white or black are included. Two staff member are included to oversee the venue during your event time. Our peak season runs from May through October 15<sup>th</sup> and our off-season October 16<sup>th</sup> through April, excluding December.

	Tent	Banquet Room	Chalet	Lawn
Peak Season (Weekend)	\$3,000	\$2,000	\$1,500	\$1,000
Peak Season (Weekday)	\$3,000	\$1,750	\$1,000	\$750
Off Season (Weekday)	X	\$1,250	\$750	X
Off Season (Weekend)	X	\$1,500	\$1,000	X
December Pricing	X	\$2,000	\$1,500	X

In addition to the rental rates above, you will also be charged a set-up fee of \$2.50/person for your event. This covers our team's cost of setting up tables, chairs and linens for your event. If you wish to rent more items "a la carte", you will find pricing for these items on the next page. Please note that a 20% service charge is not included in the figures above.

## Event Staffing

Your rental event will include two RCCC Banquet staff. Depending on your final headcount, and if you would like to include the use of Rock Creek's in house service ware (plates, silverware, glasses, napkins, buffet chafers and utensils), bussing of tables and event management additional staffing may be necessary. Please inquire with the Rock Creek events team for more information.

If any alcoholic beverages are to be served a Rock Creek employed bartender(s) must be hired to manage the bar. Outside beer, wine and champagne are allowed with pre-authorization, or you can check out our different bar packages on page 11 of this guide.

# Rentals

## Décor

Portable Audio System	\$75.00
12x12' Dance Floor	\$100.00
Corn Hole Game	\$20.00
Jenga	\$20.00
Lawn Bowling	\$20.00
Kan Jam	\$20.00
Tic Tac Toe	\$20.00
Ring Toss	\$20.00

## Basics

Gold Chivari Chairs	\$4.00/each
Bistro Table & Linen	\$10.00/each
Chair Covers (White/Black)	\$2.00/each
Centerpiece Kit (mirror and 3 votives)	\$5.00/table
Pipe & Drape Backdrop (Additional Colors \$20.00/each)	\$100.00/white
Portable Wedding Arch	\$25.00
Ceremony Pillars	\$30.00/set
Shepherds Hooks	\$5.00/each
Dessert Display Items	\$15.00/set of 3
Wood lantern: (floating candle)	\$10.00/each
(pillar candle)	\$12.00/each

## Staffing and Services

Additional event time	\$300.00/hour
Bartender	\$175.00/event
Additional staff	\$150.00/event
Additional space	\$150.00+

## Tables & Catering Supplies

Gold Charger Plates	\$2.50/each
Specialty Napkins	\$1.50+/each
Specialty Tablecloths	\$20+/each
Table Setting (plate, utensils, napkin & glasses)	\$5.00/person
Catering Service Supplies (chaffing dishes, food serving utensils & glasses)	\$3.00/person
Full catering supplies & place settings for outside food	\$7.00/person

## Catering Additions

Champagne/Cider Toast	\$6.00/each
Welcome Cocktails	\$7.00/each
Pre-Event Platters	\$50.00/each

Pricing does not include 21% Service Fee

# *Food and Beverage*

Below are our Food & Beverage minimums you must meet if you wish to have the space rental fee discounted and are using RCCC for catering. These rates follow seasonal pricing, which is why the summer months are higher than the winter and the weekend rates are higher than the weekday. Our peak season runs from May through October 15<sup>th</sup> and our off-season October 16<sup>th</sup> through April, excluding December. All weddings will include one tasting, coordinated with our team at a later date.

	Tent F&B/Space Fee	Banquet Room F&B/Space Fee	Chalet Room F&B/Space Fee	Lawn
Peak Season (Weekend)	\$6,000/\$1000	\$4,500/\$750	\$2,000/\$375	\$1,000
Peak Season (Weekday)	\$6,000/\$1000	\$4,000/\$750	\$2,000/\$375	\$750
Off Season (Weekday)	X	\$3,000/\$500	\$1,000/\$375	X
Off Season (Weekend)	X	\$3,500/\$500	\$1,500/\$375	X
December Pricing	X	\$3,500/\$750	\$1,500/\$400	X

Please note that a service fee of 20% is not included in the figures above.

# *Buffet Packages*

All our menus include 60 minutes of continuous service, Rolls and butter, non alcoholic beverage station,  
Full staff, all tables, chairs, linens, flatware, and service supplies

All our dishes feature fresh locally sourced ingredients, and we can provide substitutions for dietary restrictions

## **One Entrée \$35.00**

Rolls and Butter  
1 entrée  
2 signature salads  
2 side dishes  
House dessert

## **Two Entrée \$40.00**

Rolls and Butter  
2 entrée  
2 salads  
2 sides  
House Dessert

## **Full Catering \$45.00**

Rolls and Butter  
2 passed appetizers  
2 entrée  
2 salads  
2 sides  
House Dessert

## **Deluxe Catering \$50.00**

Rolls and Butter  
4 passed appetizers  
3 entrée  
2 salads  
2 sides  
House Dessert

# *Hors D'oeuvre Packages*

## **Small Mixer \$25.00**

2 platter displays  
1 passed appetizer  
2 stationed appetizers

## **Large Mixer \$30.00**

3 platter displays  
2 passed appetizers  
2 stationed appetizers

Add on an additional:

Appetizer - \$2.00 per person

Platter - \$2.00 per person

Passed Appetizers- \$2.50 per person

Don't see what

you are looking

Pricing does not include 20% Service Fee

# *Seasonal Menu*

## *Appetizers*

Bacon and bleu cheese stuffed mushrooms

Brie and caramelized pear flatbread

Bacon wrapped dates with goat cheese and balsamic reduction

Chef's choice assorted seasonal canapes

Firecracker chicken meatball

Fig and pecan stuffed baked brie

Signature smoked salmon display

"Nosh board: assorted seasonal items with cured meats and cheeses

## *Salads*

Mixed greens with seasonal garnishes with herb vinaigrette

Shaved brussel sprouts and radicchio with warm bacon vinaigrette

Roasted beets with citrus and arugula

## *Sides*

Chili and garlic blistered green beans (GF, V)

Charred broccolini with ginger vinaigrette (GF, V)

Sesame noodles with scallion, cilantro, mint, sesame peanut sauce (V)

# *Seasonal Menu*

## *Entrees*

Chicken with white wine and almonds

Salt and pepper flank steak with caramelized onions in roasted au jus

Rosemary scented pork loin with pinot gris butter sauce

Slow roasted salmon with grapefruit beurre blanc

Portobello and potato wellington with porcini gravy

## *House Specialty Carving Stations*

*Upgraded Entree \$5.00 per person / Additional Entree \$8.00 per person*

Signature Smoked Turkey with Cornbread and Cranberry Compote

Salt and pepper crusted prime rib of beef

with roasted garlic au jus and horseradish sauce

## *Desserts*

Holiday Cookie Platter: Assorted seasonal cookies

Chocolate and Espresso Pots de Creme

Nana's poached pears

Flourless chocolate tarte with creme anglaise

# *Platter Displays*

## **Signature Salmon**

Applewood smoked, served with crème fraîche, capers, red onion, chive dressing, and an assortment of crackers and grilled bread.

## **Cheese Board**

Baked brie, warm goat cheese spread, broiled feta and olives, with an assortment of other craft cheeses and crackers.

## **Antipasti**

Assorted meats and cheeses served with roasted peppers, marinated artichokes, pickled asparagus, basil pesto, olive tapenade, and toasted baguette bread.

## **Fresh Fruit**

Seasonal assorted fresh fruit skewers.

## **Fresh Crudité**

Fresh and marinated vegetables served with parmesan peppercorn ranch.

## **Meat and Cheese**

Local selection of cured meats and cheeses.

# *Stationed Appetizers*

## **Meatballs**

Swedish

Italian with marinara and mozzarella

## **Flatbread Pizza**

Pear and Cambazola cheese

Mediterranean vegetable

Margarita - tomato, basil, fresh mozzarella

## **Mini Sandwiches and Sliders**

Cubanito

Mini cheeseburger

Pesto chicken

## **Canape's**

Classic tomato bruschetta

Smoked salmon pate, crackers, capers, chives,  
herbed sour cream

# *Passed Appetizers*

Shrimp cocktail

Crispy shrimp wontons with Thai chili sauce

Caprese skewers

Teriyaki Beef skewers

Thai Chicken skewers

Bacon wrapped dates

Poblano crab poppers with Fire sauce

Spring rolls with sweet chili sauce

Classic bleu cheese and bacon stuffed mushrooms

Gougere puff with herbs and goat cheese

Three cheese fritters with pesto sauce

Lemon scented arugula wrapped in prosciutto

# Buffet Dinner

All buffets include: beverage station, coffee, water, lemonade, hot/cold tea, rolls, and butter.

## Salads

Frisee, fried shallots, hazelnuts, bacon vinaigrette

Spinach, feta, strawberries, almonds, shallots, red wine vinaigrette

Mixed greens, pickled onions, toasted almonds, cucumbers, tomatoes, herb vinaigrette

Shaved Asian vegetables, sweet soy sauce and rice vinegar

House chopped salad with dressing on the side

## Side Dishes

Simple steamed vegetables with garlic butter

Buttered mashed potatoes topped with chopped parsley

Roasted cauliflower with paprika honey and almonds

Lemon garlic brussel sprouts

Bourbon ginger glazed carrots

Wild rice pilaf

Blistered green beans with almond pesto

## Vegetarian Entrée

Grilled eggplant parmesan, with roasted pepper garlic sauce

Grilled polenta with seasonal vegetables and tomato jam

Spiced chickpea and vegetable cake with tzatziki sauce and mint

Coconut curried tofu with slivered

## Poultry Entrée

Soy sauce and rice wine glazed chicken snap peas

Sautee of chicken breast medallions, toasted almonds, spinach and white wine sauce

Herb roasted game hen with herb velouté

# *Buffet Dinner*

## **Beef Entrée**

Sea salt and black pepper tri tip, caramelized onion and demi glace

Grilled flank steak with sweet and spicy house made steak sauce with radish and herb salad

Prime Rib Carving Station (+\$3.00)

## **Pork Entrée**

Chinese BBQ pork tenderloin with pickled cabbage slaw

Applewood grilled pork medallion with fresh horseradish cream sauce

Lemon brined whole roasted pork loin with fresh herbs and natural butter jus

## **Fish Entrée**

Mahi Mahi, green curry, pickled red chilis

Salmon filet with arugula pesto

\*customizable plated menu available upon request

# *Kitchen Buffets*

## **Mexican Fiesta**

Enchiladas: choice of chicken, pork, vegetable, or cheese

Fajitas: choice of chicken or pork

Ground beef tacos

Spanish rice

Black beans or Refried beans

Garden salad

Fruit salad

## **BBQ Picnic**

Apple Cranberry Coleslaw

Potato Salad

Pit roasted BBQ chicken

Molasses baked beans

Jalapeno and cheddar cornbread muffins with honey butter

Mixed berry shortcake

## **Italian Feast**

Classic Caesar Salad

Minestrone Soup

Garlic Bread

Choose two entrees:

Spaghetti with Marinara or Meat Sauce

Lasagna: Meat, Cheese, Vegetable

Vegetarian Penne Pesto

## **Chinese**

Chinese salad

Steamed white rice

Mongolian beef and broccoli

General Tso's chicken

Garlic scented stir fried snap peas

Vegetable Lo Mein noodles

Banana spring rolls with vanilla ice cream and caramel sauce

\* Groups of 25 or less can have the option to order off the Clubhouse Grill

# Beverages

<b>Beer</b>	Pint	Keg
Domestic	\$5	\$350
Microbrew	\$6.5	\$450

<b>Wine</b>	Glass	Bottle—serves 6-8 people
House	\$8	\$30
Champagne	N/A	\$36

<b>Liquor</b>	Drink
Call	\$8
Premium	\$9

\* Specialty options available by request.

**Corkage Fees** - Only outside beer and wine can be brought on premises. No outside hard liquor allowed on premise. A Rock Creek employed bartender must be hired to serve alcoholic beverages.

\$15 corkage fee per bottle of wine/champagne when client provides bottle

\$1 corkage fee per beer bottle/can.

\$150 corkage fee per outside keg

\$175 bartender fee for each bar or alcoholic beverage station for max of 150 people.

## Non Alcoholic

Water Bottles	\$3
Soft Drinks	\$3
Red Bull	\$4
Martinelli's	\$12 (per bottle)

## Beverage Station

\$50.00  
(minimum of 50 people)  
Water and your choice of  
Iced Tea or Lemonade

## Hot Beverage Station

\$50.00  
(minimum of 50 people)  
Coffee  
Hot Tea

## The Hosted Call Bar—\$12.00 per person/per hour

Mix of imported/domestic, and bottle or canned brews.

House wines

Fully stocked bar of liquor (only call brands and up)

## The Hosted Beer and Wine Bar—\$10.00 per person/per hour

Mix of imported/domestic, and bottle or canned brews.

House wines

Bar will close 30 minutes prior to reception end time

Per our property policy, all hard liquor must be served as a mixed drink or cocktail - no shots are served at events held at Rock Creek Country Club.