

(631) 537-0633
www.TheSeafoodShop.com



356 Montauk Highway
Wainscott, NY 11975

CATERING COMPANY

“EAT FISH, LIVE HAPPY.”

Dear Friends,

Thank you for considering The Seafood Shop for your catering needs. **We are a unique, exciting and atypical catering service.** The vibrant scene and rich history of The Seafood Shop are the building blocks for our catering department and we bring our onsite integrity and good stewardship to our off site events. Essentially, we bring The Seafood Shop to your event.

We offer the highest quality fish, globally inspired regional food, proudly served; by friendly, professional and knowledgeable staff; an innovative, exciting experience where guests are guaranteed to have fun.

For over 35 years The Seafood Shop has continually supplied the community with the freshest seafood, coastal American favorites and great customer service. Our renowned Hampton’s Clambakes as well as some of our most popular dishes, such as **Paella Valencia, NE Clam Chowder, Shellfish Bisques, Chilled Maine Lobster Rolls, and Seafood Stews,** have thrilled and excited our guests for generations. All of these aspects and the many years of hosting our community has given us the necessary experience to **guarantee your event will be a great success.**

Please take a moment to look over our information sheet and contact us with any and all questions. We are here as a resource to ensure your event fits your style and tastes. If you don’t see exactly what you had in mind on the menu, let us know and our Chef will make it happen. Just like at The Seafood Shop, **we cater to your individual needs.**

We look forward to the possibilities that **LIE** ahead.

Best Wishes,

Colin Mather : Owner

Paul J. LaBue : Executive Chef / Catering Coordinator

Alex Fausto : GM

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MAKING A SPLASH!

Catering Service Information Sheet

Thank you for choosing to explore The Seafood Shop's Off Site Catering options. The following information is a basic break down of our services. For further information or to set up a meeting please contact **Paul LaBue** paul@theseafoodshop.com or call **631.537-0633** Ext 3

The Seafood Shop's catering service breaks down into four cost categories: **Menu, Labor, Rentals and Bar Service.**

The Menu costs include the entire menu and can range anywhere from **\$35.** per person to **\$75. +** per person. The lower end of this spectrum includes items such as our BBQ meats and stylized sides such as corn bread and coleslaw served buffet style. The higher end of the spectrum includes passed and stationary hors d'oeuvres, a salad course, family style dinner consisting of fresh grilled fish as entrees, side dishes and dessert. Please visit our website at www.theseafoodshop.com and check out our **list of catered items.** You can then choose the items that best suit your taste's and style. We will then generate a few sample menus for you using your suggestions as a guide and set up a tasting with you to further explore all options. As far as desserts go we can offer what we make in store (not birthday cakes) and are more than willing to work with you and your baker to order and rent the appropriate items needed for dessert service. We recommend either Levain Bakery or Breadzilla; both are within walking distance from the shop.

The Labor costs include chefs, managers, servers, bartenders, as well as 18 % taxable administrative charges for all aspects of coordinating your event. Our employees work approximately two hours prior the event, during the event to insure the best possible experience and approximately one hour after the event for breakdown and clean-up. The servers are paid **\$45.** per hour and chefs and managers are **\$55.** The total number of hours depends on the duration of the event and what type of service. Generally the total falls between 4 - 6 hours. (We charge a 5 hour minimum). Please keep in mind we are traveling for your event, so travel time is included in the labor hours. Any overage will be added onto the final bill. Once we have an event timeline the labor hours will be much easier to calculate. **Labor is always an estimate** and is subject to change dependent on uncontrollable factors the day of the event.

Quick Quote: 100 People = 1 Chef / Manager, 1-2 Cooks, and 3-4 Servers.

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The Rental category includes costs of tables, chairs, linens, china, silver and the kitchen set up. The cost is based upon three factors : **the space where your event is being held and what that space already offers, the type of menu you choose and the number of people attending.**

Once we have this information Party Rental Ltd will create a **proposal** outlining the items needed and their rental costs. **Party Rental Ltd** is our go to company for all of our catering rental needs. You can visit them on line at www.partyrentalltd.com to see their wide selection of rental equipment available.

Quick Quote: 100 People @ \$40/Person

The Bar service costs include bartenders, bar set-up, break down, but not gratuity. Although we are more than happy to provide bartenders and a bar set up we cannot purchase the alcohol. We can provide **fresh limeade, iced tea and mixes** at an additional cost.

Quick Quote: 50 People, 1 Bartender @ \$45/Hour.

We suggest using **Peconic Beverage** for your liquor and bar needs. You can visit them online at www.peconicbeverage.com to view pricing, ordering methods and to receive a price quote.

The Seafood Shop Catering Co.

What to Expect from The Seafood Shop Catering Process

Rough Estimate: **THE SEAFOOD SHOP**, will let you know a rough estimate of the cost based on the information given to us at the time. It will not be perfect; however it will give us all a sense of the cost and time involved in preparing such an event. If this estimate meets your expectations, we can go forward with the catering event.

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Meet and Greet/Site Visit: **THE SEAFOOD SHOP**, can meet with you at our store or at your event site to go over more specifics. We will try to get a better sense of the set up involved, and taste food items. This will help us to solidify the amount of labor and rentals as well as the type of food that we will provide for the event.

The Seafood Shop Proposal: Once we figure out the logistical details, we will be able to provide you with a detailed proposal of what it is that the catering event will involve. This is everything from the number of forks needed to the hours each bartender will work. This proposal can be amended and altered, but it will serve as a detailed guide as to what is involved in preparing the event.

Initial Deposit: After both parties agree to the Proposal, a catering service contract will be signed by both parties a valid credit card # will be held on file and a 50% deposit will be made by the client.

Continued Planning: after the initial Proposal and Deposit, more details will be worked out. There will be menu details to work out, rentals and event coordination that will occur. The proposal may need to be amended a few times and subsequent meetings may occur.

Event Day: This is the big day! **THE SEAFOOD SHOP CATERING CO.** will come to your event and together we will make it extraordinary.

Post Event Finalization: After the event, the total labor hours will be calculated and the invoices from rentals will be tallied so that an accurate assessment of all costs involved can be made. A final bill will be emailed to the client, along with the amended final proposal and receipts involved (if any). The remainder of the bill will be paid in full by the client, charged the following day of the completed event.

Thanks again for taking the time to look over this information and we look forward to working with you, on your next celebration. From all of us at The Seafood Shop have a great summer!

“EAT FISH, LIVE HAPPY.”