



Have Grill, Will Travel.

Hello,

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

We offer the highest quality, boldly flavored food that can be proudly served; friendly, professional and knowledgeable service; and an innovative, exciting experience where guests are guaranteed to have fun.

For over 25 years The East Coast Grill has continually supplied the community with new and inventive food and great service. Our most popular dishes, such as **Coriander Crusted Grilled Swordfish with Avocado Chipotle Relish and Grilled Banana, Pineapple and Mango**, have thrilled and excited our guests. Our restaurant staff is our catering staff. The restaurants chefs are the catering chefs. 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 success.

Please look over our information sheet and contact us with any and all questions. We are here as 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 the Chef will make it happen. Just as at the restaurant **we cater to your needs.**

We look forward to the possibilities that lie ahead.

Best Wishes,

Chris Schlesinger
Chef/Owner

Jason Heard
Executive Chef

Becky Rogers
Catering Coordinator



The East Coast Grill and Raw Bar

1271 Cambridge Street
Cambridge, MA

SPLASH!

Catering Service Information Sheet

Thank you for choosing to explore the East Coast Grill and Raw Bar'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 Becky Rogers at ecgrill@aol.com or by calling **617 547 1274**.

The East Coast Grill'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 from \$30.00/person to \$70/person. The lower end of this spectrum includes items such as our famous BBQ meats and stylized sides such as corn bread and coleslaw served buffet style.



The higher end of the spectrum includes passed and stationary appetizers, a salad course, family style dinner consisting of fresh grilled fish and meats as entrees, fresh grilled side dishes and dessert. Please visit our website at www.eastcoastgrill.net, and check out our master list of catered items. You can then pick the ones that suit your tastes and style. I 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 your options. As far as desserts go we can offer what we make in the restaurant (not baked goods such as cakes) and are more than willing to work with you and your baker to order and rent the appropriate items needed for dessert service.



The Labor costs include chefs, managers, cooks, servers, bartenders, as well as administrative charges for coordinating the event. The employees work approximately three hours before the event, during the event to insure the best possible experience and one hour after the event for breakdown. They are paid between \$25-\$35 dollars

per hour and the total number of hours depends on the duration of event. Generally the total falls between 6.5-8.5 hours. Please keep in mind if we are traveling for your event, travel time is included in the labor hours. 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, 3-4 Cooks, 1 Manager and 3-4 Servers; roughly \$1500 for 6.5 hours.

The Rental category includes costs of tables, chairs, linens, china, silver and the kitchen set up (and a grill!). 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 I can create a proposal outlining the items needed and their rental costs. **Peterson Party Center is our rental needs.** . You can visit them on line at www.ppcinc.com for a more detailed list of items offered. Although we respect and trust Peterson's we are able to use any rental company of your choosing and have worked with **Be Our Guest** and **Rentals Unlimited** in the past.

Quick Quote: 100 People \$18-\$20/Person

The Bar service costs include bartenders, a bar set-up/break down fee and gratuity. Although we are more than happy to provide bartenders and a bar set up we cannot provide the alcohol. Bar set up is 1.25/person. We can provide fresh limeade, iced tea and bar mixes at an extra cost.

Quick Quote: 100 People, 2 Bartenders \$30/Hour.



We suggest using **Gordon's Beverage Catering** for your liquor and bar needs. You can visit them online at www.gordonswine.com to view pricing, ordering methods and to receive a price quote. Of course the East Coast Grill will work with Gordon's regarding the details for your event and will bring fun bar toys, straws etc. to make the bar look and feel really fun.

Thank you for considering the **East Coast Grill and Raw Bar** for you catering needs.

Please feel free to contact us @

ecgrill@aol.com

617.547.1274

Cheers!



East Coast Grill & Raw Bar Catering Company



What to Expect from the East Coast Grill Catering Process

Rough Estimate: ECG 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.

Meet and Greet/Site Visit: ECG will meet with you at our restaurant or at your event site to go over more specifics. We will try to get a 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.

ECG Proposal: Once we figure out the logistical details, we will be able to provide you with a detailed proposal outlining all the details for the event. The proposal will include everything from the number of forks needed to the hours each bartender will work. The proposal can be amended and altered but it will serve as a detailed guide for budget and day of planning.

Initial Deposit: After both parties agree to the Proposal, a deposit will be made by the client to “book” the date. The deposit is \$750 dollars and is non-refundable. The 1st deposit will be subtracted from the final bill.



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 and subsequent meetings may occur.

2 Week Deposit: 2 weeks before the event, a deposit of 50% of the total (as projected on the proposal) will be made by the client.

Event Day: This is the big day! ECG catering 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 a final assessment can be made. A final bill will be sent to the client, along with the amended proposal and receipts involved. This bill will be paid by the client and is due one week after the date of the event.

Thanks for taking the time to look over this information and we hope to hear from you soon!

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East Coast Grill Preferred Vendors

DJ's

Boston Eventworks

30 Forest Street
Medford, MA 02155
(781) 395-1732

bostoneventworks.com

Kevin Baker

kevin@be-touring.com

Good Times Unlimited

617-469-9333
Dave Solimine

www.goodtimesunlimited.net

Bakers and Desserts

The Chocolate Tarte

617-875-6413

Linda Hein

thechocolatetarte@verizon.net

www.thechocolatetarte.com

Lyndell's Bakery

**720 Broadway
Somerville, MA 02144
Tel (617) 625-1793**

www.lyndells.com

Party Favors

1356 Beacon Street, Brookline, MA 02446-3201
(617) 566-3330
partyfavorbrookline.com

Sweet Cupcakes
49 Massachusetts Avenue, Boston, MA 02115
(617) 247-2253
sweetcupcakes.com

Rentals

Peterson Party Center Inc
139 Swanton Street, Winchester, MA 01890-1918
(781) 729-4000
ppcinc.com