



Business Packages

Half Day, Full Day, Multi-Day, Any Day! Arterra is a Fully Furnished, Open, Creative Space
Designed to Orchestrate Meetings of any Type.

Business Meetings, Training Classes, Educational Seminars, Product Launches, Formal Presentations,
Conferences, Team Building Retreats, Film & Photo Shoots

venue rental includes:

- fully furnished venue (inside & out), private parking & parking supervision
- exclusive use of event gallery, lounge, VIP suite, patio & lawn
- customizable photo gallery wall & 2 gobo projectors to brand your event
- 4 monitors and 110" screen with ceiling-mounted digital projector
- quality sound system, wireless mics, specialty lighting: 42 pin-spot lights, 10 multi-color wall-wash lights & on-site A/V assistance (cable TV available/additional charge)
- fully-set custom configured dining tables, custom silver & ivory padded chairs
- all auxiliary tables including 'classroom' linens to the floor-your choice of 25 colors
- ivory coup china, oversized stemware, Reed & Barton silverware
- personal attendant for the Coordinator or Guest of Honor
- all set up & and break down and vendor management
- fully detailed professional event planning & event management

menus include:

- scratch menus from our on-site, fully equipped commercial kitchen
- specializing in fine dining family style service and 'action station' options
- creative vegetarian, vegan, paleo & gluten free options
- fully staffed professional fine dining service team

beverage service includes:

- fully equipped 16' built-in bar, professional bartenders
- complimentary beverage package upgrades
- custom signature drink, quality glassware
- all day quality beverage service

We are committed to using local vendors, supporting ongoing green efforts and giving back to the Lawrence community.

think local - recycle - give back

Event Sales Information

Our Packages Include:

Exclusive use of the Event Gallery, Lounge, Patio, and VIP Suite, Private Parking, Parking Supervision, Personal Attendant for the Coordinator, Fully Furnished Venue inside & Out, Built-In 16' Bar, Custom Furnishings, (All Tables, Chairs, Linens, Coup China, Reed & Barton Silverware, Oversized Stemware), Scratch Menus from our On-Site Commercial Kitchen, Premium Beverage Service at 'House' Prices, Specialty Lighting, Multi Media Package, On-Site Media Assistance, Formally Trained Service Staff, Complimentary Centerpieces & Décor, All Set Up and Break Down, and Fully Detailed Event Planning and Event Management

We are happy to recommend vendors that have worked with us before and have proven to be skilled, professional, dependable, and competitively priced.

■ <u>Rental</u>	Classroom Seating	25-125
	Theatre Style Seating	25-200
	Full Service Dining	25-200
	Buffet Dining	25-175
	Cocktail Reception	25-200 300-with patio
	2-8 Hours 8am-4pm	Mon-Fri \$600
		Sat-Sun \$750

■ Event Hours

Venue rental includes up to 8 hours of event time excluding set up and break down

■ Deposit

A deposit of 25% of the estimated event cost (room rental, food, beverage, service charge & tax) is required to reserve the venue. A payment of 25% of total estimated event cost is due midway from deposit date to event date with minimum of ninety (90) days prior. All deposits are nonrefundable and nontransferable.

■ Guarantee & Final Payment

The final guest count is due ten (10) days prior to your event. You may increase your guest count (room capacity allowing) but not decrease your guest count within ten (10) days of your event.

A 15% service charge on food is applied to Guest count increases received within 7 days of your event.

The final payment balance is due in full ten (10) days prior to event in the form of Cash or Credit Card, Cashier's Check or Money Order.

No Personal Checks will be accepted within 30 business days of event.

■ Cancellation Policy

All cancellations must be sent in writing to AEG Sales Office as per terms and conditions of confirmation/contract agreement.

■ Decoration Times

Arterra does the work! You drop off decorations and we install them.

Our clients have no set up or break down responsibilities.

■ Tax & Service Charge

All food and beverage charges are subject to a 20% Service Charge and Current Sales Tax

■ Courtesy Hold

Email us your contact info (full name(s), phone, email, mailing address) with date, times and anticipated guest count. Keep in touch with us once a week to maintain your hold and we will call you if anyone makes an inquiry about your date.

Thank You for Considering Arterra Event Gallery!

See our ratings and reviews at arterraeventgallery.com [facebook.com/arterraeventgallery](https://www.facebook.com/arterraeventgallery)
2161 Quail Creek Drive Lawrence, KS 66047 785-371-0990 ArterraEventGallery.com

Studio Package

Continental Breakfast, Buffet Lunch, Themed Break
All-Day Beverage Service
\$32 pp

Continental Breakfast

(ala carte 11)

Fresh Seasonal Fruit
Croissants, Jam, Nutella
Dark Roast Organic Coffee Service
Variety of Juices

Add: Fruit-Infused Yogurt & Granola 3, French Style Scrambled Eggs 4,
House-Made Biscuits & Sausage Gravy 5, Bacon and/or Chicken Sausage 4,
Smoked Salmon, Accompaniments 7, Breakfast Potatoes 4

Spring-Summer Studio Lunch

(ala carte 17)

Assorted Artisanal Sandwiches:

Roast Pork Bahn Mi, Ciabatta, Cilantro, Carrot Jalapeño Slaw, Sweet Chili
Curried Chicken Salad, Local Baguette, Fresh Spinach, Tomato
Grilled Seasonal Vegetables, Local Whole Wheat, Boursin, Sprouts

House-Made Potato Chips, Kosher Salt, Cracked Black Pepper, Parmesan Cheese
Farfalle Pasta Salad, Garden Vegetables, Kalamata Olives, Extra Virgin Olive Oil, Fresh Herbs
Deconstructed Arterra Market Salad with House-Made Vinaigrette

Assorted Pick Up Sweets

Add: Soup Du Jour 5

Chef's Choice Theme Break (ala carte 8)

Iced Tea, Flavor Infused Filtered Water Service, Soft Drinks, French Press Organic Coffee Service

Fall-Winter Studio Lunch

(ala carte 16)

House-Made Vegetable Lasagna, Goat Cheese
Sausage & Vegetable Lasagna, Parmesan, Béchamel

Classic Caesar Salad

Arterra Market Salad with House-Made Vinaigrette

Warm Garlic Ciabatta

Assorted Pick-Up Sweets

Iced Tea, Flavor Infused Filtered Water Service

Soft Drinks, French Press Organic Coffee Service

Add: Soup Du Jour 5

Chef's Choice Theme Break

Iced Tea, Flavor Infused Filtered Water Service, Soft Drinks, French Press Organic Coffee Service

All prices are subject to 22% Service Charge and Current Sales Tax

Masterpiece Package

Breakfast, Family Style or Buffet Lunch, Themed Break
All-Day Beverage Service
\$45 pp

Signature Breakfast

(ala carte 18)

Fresh Seasonal Fruit
Croissants, Jam, Nutella

Granola with Seasonal Fruit Infused Yogurt, Roasted Potato & Vegetable Egg Strata
Smoked Bacon, Turkey or Chicken Sausage, Breakfast Potatoes
Dark Roast Organic Coffee, Variety of Juices

Spring-Summer Masterpiece Lunch

Served Family Style (Ala Carte 28)

Garlic-Lemon Grilled Chicken Breast, Tomatoes, Capers, Kalamata Olives
Boneless Beef Short Rib, Bourbon Demi-Glace, Lemon Gremolata
Crushed Gold Potatoes Rosemary, Sea Salt
Seasonal Roasted Vegetables Beet-Pickled Onion, Lemon Zest
Field Greens, Green Goddess Dressing, Grilled Corn, Peppadew Relish,
Feta Cheese, Crispy Sweet Onion
Sharp Cheddar, Grilled Corn-Cornbread, Honey Butter
Chef's Choice Theme Break

Iced Tea, Flavor Infused Filtered Water Service, Soft Drinks, French Press Organic Coffee Service

Fall-Winter Masterpiece Lunch

Served Family Style or Buffet (Ala Carte 28)

Lemon Herb Chicken Breast, Madeira Thyme Jus, Crispy Sweet Onion
Hard Cider Braised Beef Short Ribs, Napa Cabbage, Balsamic, Bacon
Crushed Gold Potatoes, Rosemary, Sea Salt
Seasonal Roasted Vegetables, Beet-Pickled Onion, Orange Zest
Field Greens, Pickled Radish, Grana Padano, Polenta Crouton,
Meyer Lemon Caesar Dressing
Sharp Cheddar & Grilled Corn-Cornbread, Honey Butter
Chef's Choice Dessert
Chef's Choice Theme Break

Iced Tea, Flavor Infused Filtered Water Service, Soft Drinks,
Dark Roast Organic Coffee Service

We have many made from scratch options for salads, entrees, side dishes and sweets.
We are happy to customize a menu for your event.

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House Made Desserts

Cocoa Cheesecake Brownies, Bacon Jam 7
Lemon Vanilla Cheesecake, Fresh Cherry Coulis 6
Ginger Pear Apple Crumb Cobbler, Chantilly Cream 6
Chocolate Torte, Fresh Whipped Cream, Candied Ginger 7
Cinnamon Fig Biscuits, Macerated Fruits, Fresh Whipped Cream 8
Pumpkin Cranberry Bread Pudding, Cinnamon Whipped Cream 6

Tray Passed Hors D' Oeuvres

Garden

Crostini, Zucchini, Mint, House Ricotta 2
Arancini, Goat Cheese, Charred Scallion 2
Phyllo Cup, Creamy Artichoke, Kale 2.25
Potato Croquette, Smoked Gouda, Sweet Mustard Aioli 2.25
Tortilla, Roasted Mushroom, Leek, Smoked Chili Romesco 2
Puff Pastry, Truffle Brie Cheese, Tomato Confit, Fresh Herbs 2
Crispy Toast, Avocado Pesto, Whipped Goat Cheese, Peppadew 2.5
Baguette, Whipped Brie, Slow-Roasted Grapes, Pickled Mustard Seeds 2.25

Farm & Sea

Crab Cake, Cajun Remoulade 3
Duxelle Filled Sausage, Gruyere Cream 2.5
Crispy Potato, Smoked Trout Rillettes, Dill 2.5
Local Lamb 'Truffles', Herb Honey Yogurt 3.5
Orecchiette Mac N Cheese, Local Bacon 2.5
Crispy Pork Belly, Maple Bourbon Glaze 2.5
Warm Leek Soup Shooter, Butter-Poached Shrimp 3
*Rye Round, Beet Marinated Salmon, Tarragon Cream 3 BLT
Crostini, Local Bacon, Tomato, Micro Greens, Truffle Aioli 2.5
*Bruschetta, Slow Roasted Beef, Smoked Chili Onion Jam, Gorgonzola Aioli 3.5

All Food & Beverage prices are subject to 22% Service Charge and Current Sales Tax

Arterra Displays & Action Stations

Arterra Market Display 10

Grilled Vegetables, House-Made Pesto
Assorted Cheeses, Curry-Roasted Nuts
Marinated Olives, House-Made Hummus
Bread Sticks, Lavash, Water Crackers

From the Grill 10

Skewers
Chipotle Tequila Lime Shrimp
Beer Brined Jerk Chicken
Orange Ginger Mirin Beef Sirloin

*Carving Station 12

Rosemary Grilled Pork Tenderloin
Fig Mostarda
Garlic Roasted Beef Tri Tip
Horseradish Cream
Silver Dollar Buns

Street Taco Bar 12

Beef Barbacoa
Chili Braised Chicken
Farmer's Cheese, Pickled Radish
Cilantro, Lime, House-Made Chips
Roasted Tomatillo Salsa

Arterra Sweets 10

A Lavish Display
of House-Made Treats

Martini Salad Bar 8

Served to Stemless Martini Glasses
Orzo Pasta, Shitake Mushrooms
Pickled Tomato, Truffle Vinaigrette
Romaine Hearts, Buttermilk Fried Onions,
Avocado, Bacon, Lemon Parmesan Dressing

Grilled Seasonal Vegetables
House-Made Pesto, Parmesan, Basil
(We create custom seasonal salads to
compliment your event, each with its
own unique garnish)

Potato Cone Bar 8

Choose Two
Herb Butter Dipped Cone, Garlic Whipped
Potatoes, Bacon Sprinkles
Marshmallow Dipped Cone, Sweet Potatoes,
Candied Pecan
Herb Butter Dipped Cone, Pesto Potatoes
Parmesan Ribbon
Add Pork Belly Lollipops 2.5

Mac N Cheese 9

Orecchiette Mac N 3-Cheese,
Local Bacon, Roasted Onions, Tomatoes,
Mushrooms, Parmesan Cheese

Late Night Menu 7

House-Made Thin Crust Pizzas
Organic Dark Roast Coffee Service
Pick Up Sweets

Attendant/Chef Fee Per Action Station

75

*Consuming Raw or Undercooked Foods Can Increase Your Risk of Food Borne Illness
We prepare all our red meats, salmon and tuna medium rare.

All Food & Beverage prices are subject to 22% Service Charge and Current Sales Tax

Beverages & Spirits

Bar Packages

Arterra is committed to using only quality wine, beer and liquor

Examples of our "House" Wine & Beer Package: Avalon Chardonnay, La Petite Perriere Sauvignon Blanc, Chateau Montaud Rosé, Sean Minor Pinot Noir, Paris Valley Road Cabernet, Paxis Red Blend, Boulevard Wheat & Pale Ale, Free State Ad Astra & Copperhead Ale, Bud Light, Coors Lite
(We accommodate special requests)

All Bar Packages Include:

Tray Passed Wine & Custom Designed Signature Drink
Iced Tea, Flavor Infused Filtered Water Service
Soft Drinks, Variety of Juices and Custom Bar Menu Signage

House Selections

3 Red and 3 White Premium Wines, Craft and Domestic Bottled Beer
Most Wanted Vodka & Gin, Bacardi Rum,
Cutty Sark Scotch, Jim Beam Bourbon

beer & wine bar \$8 per person 1st hour / \$5 per person each additional hour
full bar \$9 per person 1st hour / \$6 per person each additional hour

Premium Well

3 Red and 3 White Premium Wines, Craft and Domestic Bottled Beer
Absolut Vodka, Tanqueray Gin, Bacardi Rum
Dewars Scotch, Jack Daniels Bourbon,

beer & wine bar \$9 per person 1st hour / \$6 per person each additional hour
full premium bar \$10 per person 1st hour / \$7 per person each additional hour

Top Shelf

3 Red and 3 White Top Shelf Wines, Premium Bottled Beer Selections
Ketel One Vodka, Bombay Sapphire Gin, Captain Morgan Rum,
Glenlivet Scotch, Maker's Mark Bourbon

beer & wine bar \$10 per person 1st hour / \$7 per person each additional hour
full top shelf bar \$11 per person 1st hour / \$8 per person each additional hour

Non-Alcohol Option

Soft Drinks, Flavor Infused Filtered Water, Iced Tea, Variety of Juices
\$5 per person 1st hour / \$2 per person each additional hour

Bar Packages Do Not Include:

Martinis, Shots, Doubles or Blended Drinks

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