



2025 Customizable Proposal: Buffet/Cocktail Style Reception

Location: Portable Provisions Townhouse 220 E 81st, ground floor

Contact: Kat Alexander kat@portableprovisions.com

Event Overview:

Cocktails, stationed small bites, tapas, share platters and assorted petite pastries at the Portable Provision's private townhouse & courtyard. Open or consumption bar serving red, white, sparkling and rose wine, beer, specialty + classic cocktails and non alcoholic beverages. Private venue, setup/cleanup, food, beverages, staffing, linens, bar services, servingware, glassware, light floral decor, candles, table settings, high tops, bar stools, seating/tables and premium eco-friendly disposables provided by Portable Provisions, LLC. approx. 2.5-3 hours (4 hour venue rental).

Menu accommodates: Gluten-Free, Pescatarian, Celiac, Vegetarian, Omnivore, Vegan, Dairy-Free, Kosher-Style

Menu Restrictions: TBD

(please see separate tapas, brunch + cocktail menus for a seasonal list of f&b options. For seated/plated or family style pricing & packages, please email your request to info@portableprovisions.com. Customizations and special requests are always welcome! Pricing and Deposit Instructions on Following Pages). Link to video + images of the townhouse and recent events:

[Portable Provisions Gallery](#)

Onsite Pricing *Menu Selections TBD* (see separate menu PDF)

Stationed Food Services

Minimum headcount 18 adults (ages 10+). Children 6-9 years old ½ price

Tapas and assorted share platters, salads, skewers, mezze, pasta, fresh breads, fruit + cheese, assorted house desserts. Materials provided: modern neutral linens, premium eco friendly disposables/plates, utensils, bud vases, compostable napkins, risers, platters, electric votives, runners, trays, glassware, ice water dispenser & eco cups, signage and servingware.

-Select Any **3** items, \$38/pp

-Select Any **5** Items, \$58/pp

-Select Any **7** Items, \$77/pp

-Select Any **9** items, \$95/pp

-Select Any **4** items, \$48/pp

-Select Any **6** Items, \$68/pp

-Select Any **8** Items, \$86/pp

-Select Any **10** items, \$104/pp

Beverage/Bar Services *Select 1* (for all packages, last call is 15 minutes prior to end)

Option 1: The Brunch Bar Package for daytime events ending by 6pm \$29/pp (open bar up to 2.75 hours) Includes: any (2) cocktails from our brunch cocktail menu, white (1), red (1) & rose (1) wines, sparkling water, OJ & Cranberry Juices Materials provided: All beverages, garnishes, dispensers, carafes, eco disposables (hay straws, napkins), ice & glassware. Optional Brunch supplement: add 1 additional craft cocktail or prosecco/cava, cold brew, hot coffee/tea service, beer, organic lemonade or mocktail +\$3/pp

Option 2 \$32/pp **Beer, Wine & Soft Drinks** (open bar up to 2.75 hours) Includes: red, white and rose wines (5), imported beer, soft drinks, seltzer Materials provided: All beverages, garnishes, dispensers, carafes, eco disposables, ice & glassware. (supplement: add 1 craft cocktail or prosecco/cava for +\$4/pp, add cold brew, hot coffee/tea service, organic lemonade, beer or 1 mocktail for +\$3/pp)

Option 3 \$42/pp **Cocktail Trio, Mocktail, Wine & Beer** (open bar up to 2.75 hours) Includes: House prepared cocktails (select 3), Mocktail (1), house red, white and rose wine selection (5), and beer (2), pellegrino, soda and water. Materials provided: All beverages, garnishes, dispensers, carafes, eco disposables (hay straws, napkins), ice & glassware. (supplement: add 1 craft cocktail or prosecco/cava for +\$4/pp, add cold brew, hot coffee/tea service, organic lemonade, beer or 1 mocktail for +\$3/pp)

Option 4 \$48/pp **Classic Open Bar** (Open bar up to 2.75 hours) Craft + imported beer selection, red, rose + white wines (5), sparkling wine (1), optional house prepared craft cocktail trio (3), mocktail (1), standard well drinks (ie. rum & coke, whiskey soda, etc.) and mixers, soft drinks, cold brew, juice, sparkling water. Materials provided: all beverages + barware, glassware, ice water dispensers, disposables, carafes & garnishes.

Bar Services: Consumption + Soft Bar \$400 base + optional bar tab
Consumption Bar fee is \$400 (\$300 for groups of 25 or fewer) and includes bar setup, bartender and soft bar: unlimited non-alcoholic sodas, cold brew, seasonal cider or lemonade and assorted seltzers. Any alcoholic beverages billed post event. **Consumption Offering:** Craft + imported beer selection, red, rose + white wines, cava or prosecco, house prepared craft cocktails (optional), standard well drinks and mixers, soft drinks, juice, cold brew, lemonade, sparkling water. Materials provided: bar decor & materials, all beverages, liquor + barware, glassware, water dispensers, eco disposable straws & napkins, house bar snacks, signage, carafes & garnishes. A la carte drink pricing:

Wine \$13-15 **House/Well/Classic Cocktails** \$13-\$16 **Beer** \$7

Specialty Mocktail \$5 **Prosecco/Cava** \$13 **Top Shelf/Rocks** \$18

Please note, for all proposals including the consumption Bar package (unless specified as strictly Soft Bar/Non Alcoholic), a minimum spend placeholder of ~1 alcoholic drink pp (\$13/pp) will be applied. The placeholder bar estimate will be updated for consumption actuals and adjusted service post event. Thanks!

Event Staffing *included with any catering package* _____

Venue Rental Private Dining at the Townhouse 975

Up to 4 hours exclusive use (including setup/room staging, 2.5-3 hour event and cleanup/breakdown), light floral accents, electric votives, complimentary courtyard access and setup. Materials Onsite: All furniture, folding chairs & tables, baskets, trays and smallwares, standard linens & runners, bar & barware, ice machine, fridge storage, optional cake service, limited A/V, bluetooth speaker system and post-event deep cleaning.

Extended Venue Rental: Each additional hour billed at \$175/hr.