

Breakfast & Brunch Menu

Breakfast Buffet

\$15.95 per Person

Inclusive of Gratuity

**Buffet is available Monday through Friday
and can be served until 10:30 a.m.
(Minimum of 75 guests)**

Assorted Chilled Juices
Fresh Fruit Assortment
Scrambled Eggs
Crisp Bacon
Link Sausage
Home Fried Potatoes
Biscuits/Butter and Jellies
Assorted Pastries
Coffee and Tea Station

Brunch Buffet

\$34.95 per Person

Inclusive of Gratuity

**Buffet is available Monday through Friday until 2 p.m.
(Minimum of 75 guests)**

Orange Juice - Apple Juice Station
Fresh Fruit Platter
Scrambled Eggs
Crisp Bacon
Link Sausage
Home Fried Potatoes
Assorted Pastries
Garden Salad Station with Italian and Ranch Dressing
Baked Salmon in Dill Sauce
Grilled Herb Marinated Chicken Breast
Italian Vegetable Blend
Red Bliss Parsley Buttered Potatoes
Rolls and Butter
Coffee and Tea Station

FORT BELVOIR OFFICERS' CLUB

Buffet Lunch Menu

Minimum of 75 guests required.

\$26.95 per person inclusive of gratuity.

Lunch Menu is available Monday through Friday until 3:00 p.m.

Choose Two (2) Entrées

Teriyaki Chicken
Herb Marinated Chicken (Rosemary and Thyme)
Southern Fried Chicken
Chicken Piccata
BBQ Pulled Pork
Baked Fish with Dill Sauce
Sliced Roast Beef with Mushroom Gravy
Beef Tips in Bordelaise Sauce
Baked Penne Pasta with Andouille Sausage
Fresh Baked Vegetable Lasagna

Choose Two (2) Vegetables

Tuscan Vegetable Medley
Succotash (Corn and Lima Beans)
Honey Glazed Carrots
Lemon Buttered Broccoli
Green Beans and Baby Carrots
Collard Greens

Choose Two (2) Starches

Parsley Buttered Potatoes
Garlic Mashed Potatoes
Rice Pilaf
Au Gratin Potatoes
Fettuccini Alfredo
Baked Macaroni and Cheese
Jasmine Rice

Choose One (1) Dessert

Apple Cobbler
Cherry Cobbler
Peach Cobbler
Bread Pudding
Banana Pudding
Chocolate Brownies

Fresh Garden Salad with Ranch and Italian Dressings or Greek Salad

Assorted Dinner Rolls with Butter

Iced Water

Coffee and Tea Display

Add additional entrée to your buffet for \$4.25 per person.

Add additional side dishes for just \$2.50 per person.



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Ft Belvoir, VA 22060
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FORT BELVOIR OFFICERS' CLUB

Served Lunch Menu

Minimum of 25 guests required.

\$24.95 per person with dessert.

\$19.95 per person without dessert.

Prices are inclusive of gratuity.

Lunch Menu is available Monday through Friday until 3 p.m.

Choose One (1) Entrée

Chicken 'a l' Orange

Chicken Breast Florentine

Grilled Rosemary Chicken Breast

Grilled Flat Iron Steak (8 oz.) with Grilled Onions **and** Mushrooms with Bordelaise Sauce

Baked Salmon (8 oz.) with Dill Sauce

Baked Tilapia with Creole Sauce

Pork Loin in Peppercorn Sauce

London Broil with Burgundy Sauce

Choose One (1) Vegetable

Green Beans

Buttered Baby Carrots

Buttered Broccoli

Steamed Brussels Sprouts

Italian Mixed Vegetable Blend

Choose One (1) Starch

Roasted Red Bliss Potatoes

Roasted Sweet Potatoes

Fettuccini Noodles with Buttered Garlic Sauce

Au Gratin Potatoes

Rice Pilaf

Choose One (1) Dessert

Cheese Cake with Blueberry Topping

Carrot Cake

Chocolate Mousse

Lemon Cake

Chocolate Raspberry Cake

Fresh Garden Salad with Your Choice of Dressing

Assorted Dinner Rolls with Butter

Iced Water, Iced Tea and Coffee



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FORT BELVOIR OFFICERS' CLUB

Dinner Buffet Menu

Minimum of 75 guests required.

\$29.95 Choose two (2) entrées per person inclusive of gratuity.

\$32.95 Choose three (3) entrées per person inclusive of gratuity.

Carved Top Round of Beef with Au Jus
Sliced Ham with Pineapple Sauce
Beef Tips in Burgundy Wine Sauce
Stuffed Pork Chops with Brown Gravy
Sliced Turkey with Stuffing
Baked Fish in White Wine Sauce
Seafood Newburg
Shrimp Creole
Garlic Lemon Chicken Breast
Chicken Coq Au Vin
Vegetable Lasagna
London Broil in Bordelaise Sauce
BBQ Pulled Pork

Choose Two (2) Vegetables

Green Beans Almondine
Buttered Corn
Buttered Vegetable Medley
Baby Carrots
Lemon Buttered Broccoli

Choose Two (2) Starches

Baked Macaroni and Cheese
Rice Pilaf
Au Gratin Potatoes
Sweet Potato Casserole
Roasted Red Bliss Potatoes
Fettuccini Alfredo

Choose One (1) Dessert

Apple Cobbler
Cherry Cobbler
Peach Cobbler
Blueberry Cobbler
Bread Pudding
Assorted Cake Display

Fresh Garden Salad with Ranch and Italian Dressings
Assorted Dinner Rolls with Butter
Iced Water
Coffee and Tea Display



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Dinner Served Menu

Minimum of 25 guests required.

You may choose one (1) or two (2) entrées and pay for the highest priced item for each.

Prices are inclusive of gratuity.

\$42.95

Filet Mignon (6 oz.) and Shrimp Scampi
Filet Mignon (6 oz.) and Salmon with Dill Sauce
Filet Mignon (6 oz.) with Rosemary Chicken Breast
Maryland Crab Cakes (two 4 oz.) with Remoulade Sauce

\$38.95

Filet Mignon (8 oz.) with Bordelaise Sauce
Prime Rib of Beef (10 oz.) with Au Jus
Rib Eye Steak (10 oz.) with **Sautéed** Onions and Mushrooms
Stuffed Flounder with White Wine Sauce
Stuffed Chicken Breast with Mushrooms, Feta Cheese with White Wine Sauce

\$33.95

New York Strip (10 oz.) with Bordelaise Sauce
London Broil with Burgundy Sauce
Cajun Style Blackened Salmon
Chicken Cordon **Bleu** with White Wine Sauce

\$24.95

Chicken Florentine with White Wine Sauce
Chicken Breast with White Wine Mushroom Sauce
Sliced Stuffed Turkey with Gravy
Pork Tenderloin with Peppercorn Sauce

Choose One (1) Vegetable

Garlic Buttered Asparagus
Tuscan Vegetable Medley
Buttered Broccoli
Buttered Carrots
Green Beans Almondine

Choose One (1) Starch

Roasted Red Bliss Potatoes
Au Gratin Potatoes
Rice Pilaf
Twice Baked Potato

Fresh Garden Salad with Your Choice of Dressing
Assorted Dinner Rolls with Butter, Iced Water, Iced Tea and Coffee



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À la Carte Hors D'Oeuvres Menus

Prices are per 100 pieces unless serving size indicated

Asian Chicken Satay \$360
Assorted Cheese and Crackers
(Serves 50) \$150
Assorted French Mini Pastries \$2.50 each
Baked Brie Cheese Wheel
with Puff Pastry and Crackers
(Serves 25) \$210
Beef Satay \$360
Beef Wellington \$360
Bruschetta \$250
Chicken Buffalo Wings \$240
Chicken Drumettes \$240
Chips and Pretzels with Dip
(Serves 50) \$46.20
Chocolate Dipped Strawberries \$240
Crab Rangoon \$180
Deviled Eggs \$180
Fancy Mixed Nuts (4 lbs) \$46.20
Fresh Fruit Platter Mirror Display
(Serves 50) \$210
Fresh Vegetable Platter
(Serves 25) \$105
Hot Crab Dip with Crackers
(Serves 50) \$180
Hot Chili Con Queso with Tortilla Chips
(Serves 50) \$75
Jumbo Spiced Cocktail Shrimp \$360
Mini Crab Cakes \$360

Mini Chicken Quesadillas \$300
Mini Cordon Bleu \$240
Mini Egg Rolls with Mustard Sauce
\$180
Mini Quiche Lorraine \$240
Mini Spanakopita \$240
Pigs in a Blanket \$210
Pizza Bites \$150
Roasted Top Round of Beef with
Carver (Serves 50) \$250
Roasted Turkey Breast with Carver
(Serves 50) \$150
Scallops Wrapped in Applewood
Smoked Bacon \$360
Sliced Meat Tray Rolls
(Turkey and Ham) (Serves 25) \$138
Stuffed Mushroom Caps \$210
Swedish or Barbecue Meatballs \$180
Smoked Salmon on Toasted Points
\$200
Spinach Dip with Crackers
(Serves 50) \$120
Tomato and Fresh Mozzarella
Bruschetta \$200
Virginia Smoked Ham with Carver
(Serves 50) \$175
Whole Decorated Salmon \$330



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FORT BELVOIR OFFICERS' CLUB

*S*ocial *R*eception *M*enus

We highly recommend the stand-up cocktail buffet with finger foods for the relaxed, festive atmosphere of informal dining. It permits your guests to mingle with other guests in your party. The price is inclusive of gratuity.

The Social Butterfly

\$26.95 Per Person
(Minimum of 25 Guests)

Cold Station

Fresh Vegetable Crudités
Assorted Cheese Board
with Assorted Crackers
Fresh Seasonal Fruit Platter

Carving Station

Carved Roast Beef (50 or More People)
Or Cold Sliced Beef (20 – 49 People)

Beverage Station

Regular, Decaffeinated Coffee
and Tea Display

Hors D'oeuvres Station

Assorted Rolls **and** Condiments Swedish
Meatballs
Chicken Drumettes
Mini Egg Rolls **with** Sweet & Sour Sauce
Chili Con Queso **with** Tortilla Chips
Potato Chips **and** Pretzels **with** Dip

The Conversationalist

\$32.95 Per Person
(Minimum of 50 Guests)

Cold Station

Fresh Vegetable Crudités
Assorted Cheese Board **with** Assorted Crackers
Fresh Seasonal Fruit Platter on Mirror Display

Carving Station

Top Round of Beef **with** Carver **or**
Honey Ham **with** Cherry **and** Pineapple Glaze
Assorted Rolls **and** Condiments

Beverage Station

Regular, Decaffeinated Coffee
and Tea Display

Hors D'oeuvres Station

Barbeque Meatballs
Chicken Drumettes
Franks in a Blanket
Bacon Wrapped Scallops
Chilled Shrimp Platter **with** Cocktail Sauce
Chili Con Queso **with** Tortilla Chips Potato
Chips **and** Pretzels **with** Dip



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Talk of the Town

**\$35.95 Per Person
(Minimum of 50 Guests)**

Cold Station

Fresh Vegetable Crudités
Assorted Cheese Board
with Assorted Crackers
Fresh Seasonal Fruit Platter
on Mirror Display

Carving Station

Carving Station with Top Round of Beef
OR
Carved Turkey Breast with Assorted Rolls
and Condiments
****Upgrade to Carved Prime Rib with
Au Jus at \$10 extra per person

Pasta Station

Tri-Colored Tortellini **with** Alfredo Sauce
Penne Pasta **with** Marinara Sauce

Beverage Station

Regular, Decaffeinated Coffee
and Tea Display

Hors D'oeuvres Station

Swedish Meatballs
Buffalo Style Chicken Wings
Mini Cordon Bleu
Turkey & Ham Mini Wrap Platter Chicken
Quesadillas
Bruschetta
Spanakopita
Mini Egg Rolls **with** Sweet and Sour Sauce
Coconut Buttered Shrimp
Assorted Mini Pastries

**All Social Reception Menus list a variety of hot and cold items.
Price quotes are for one and a half (1.5) hours duration.**



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FORT BELVOIR OFFICERS' CLUB

Cash Bar or Inventory Bar

**TWO (2) HOURS MINIMUM
AND \$300 IN BAR SALES**

STANDARD BRANDS

\$4.50 Average Per Drink

Aristocrat Rum
Aristocrat Vodka
Aristocrat Gin
Evan Williams Whiskey
McGregor Scotch
Seagram's Whiskey
VO Whiskey
Dewar's Scotch
Johnny Walker Red

Livingston Merlot
White Zinfandel
Chardonnay

Sodas, Juices & Tonics

Miller Lite
Miller Genuine Draft
Budweiser
Coors Light
Yuengling
O'Doul's
Honey Brown
Bud Lite

PREMIUM BRANDS

\$5.50 Average Per Drink

Bacardi Rum
Captain Morgan
Smirnoff Vodka
Beefeater Gin
Jim Beam Whiskey
Canadian Club Bourbon
Cutty Shark Scotch
Jack Daniel's **Tennessee** Whiskey
Johnny Walker Red Scotch
Dewar's Whisky
Cuervo Tequila

Canyon Road Chardonnay
Pinot Noir

Soda, Juices & Tonics

Miller Lite
Miller Genuine Draft
Budweiser
Coors Light
Yeangling
O'Doul's
Becks
Corona
Heineken
Sam Adams

ULTRA-PREMIUM BRANDS

\$6.50 Average Per Drink

Myers Rum
Absolute Vodka
Stolichnaya Vodka
Bombay Sapphire Gin
Tanqueray Gin
Crown Royal Scotch
Chivas Regal Scotch
Wild Turkey Bourbon
Johnny Walker Black

Kendall-Jackson Chardonnay
Cabernet

Sodas, Juices & Tonics

Domestic & Imported Beers

After Dinner Liquors
Must Be Requested in Advance:
Courvoisier, Kahlua,
Grand Marnier, Bailey's
& Drumbuie

Additional Bar Tender \$50 Per Hour



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Open Bar

TWO (2) HOURS REQUIRED WITH MINIMUM OF 40 PEOPLE

STANDARD BRANDS

\$15 Per Person for the First Hour
\$6 Per Person for Each Additional Hour

Aristocrat Rum
Aristocrat Vodka
Aristocrat Gin
Evan Williams Whiskey
McGregor Scotch
Seagram's Whiskey
VO Whiskey
Dewar's Scotch
Johnny Walker Red

Livingston Merlot
White Zinfandel
Chardonnay
Sodas, Juices & Tonics

Miller Lite
Miller Genuine Draft
Budweiser
Coors Light
Yuengling
O'Doul's
Honey Brown
Bud Lite

PREMIUM BRANDS

\$18 Per Person for the First Hour
\$8 Per Person for Each Additional Hour

Bacardi Rum
Captain Morgan
Smirnoff Vodka
Beefeater Gin
Jim Beam Whiskey
Canadian Club Bourbon
Cutty Shark Scotch
Jack Daniel's **Tennessee** Whiskey
Johnny Walker Red Scotch
Dewar's Whisky
Cuervo Tequila

Canyon Road Chardonnay
Pinot Noir
Soda, Juices & Tonics

Miller Lite
Miller Genuine Draft
Budweiser
Coors Light
Yuengling
O'Doul's
Becks
Corona
Heineken
Sam Adams

ULTRA-PREMIUM BRANDS

\$20 Per Person for the First Hour
\$10 Per Person for Each Additional Hour

Myers Rum
Absolute Vodka
Stolichnaya Vodka
Bombay Sapphire Gin
Tanqueray Gin
Crown Royal Scotch
Chivas Regal Scotch
Wild Turkey Bourbon
Johnny Walker Black

Kendall-Jackson Chardonnay
Cabernet
Sodas, Juices & Tonics

Domestic **and** Imported Beers
After Dinner Liquors
Must Be Requested in Advance:
Courvoisier, Kahlua,
Grand Marnier, Bailey's
and Drumbuie

All Prices are Inclusive of Gratuity



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Catered Event Policies & Procedures

1. Please read the following policies and procedures, sign and return to the Catering Office, so that we may begin to make arrangements for your event.
 - a. A qualified Sponsor is required prior to booking a Catered Event.
 - b. **A Sponsor is an Officers' Club member who** pays dues for privileges. We must have his/her address, telephone number, Officers' Club name and account number. The Sponsor must sign the contract and is ultimately liable for the payment.
 - c. If the Host does not have a Sponsor, a \$500 non-member fee will be applied.
 - d. All guests should enter through Tulley Gate. A photo ID is required for all patrons ages 13 and over.
 - e. All patrons of Fort Belvoir must comply with post traffic laws. This includes stopping for pedestrians and posted speed limits throughout the installation. Please Note: The speed limit through housing on Fort Belvoir is 15 mph.
 - f. DoD agencies are not required to have a sponsor to host an event. A letter of intent is sufficient to reserve a room.
2. Non-refundable deposits are required to book an event and will go toward final billing. Deposits are made with the Catering Office on the day the room is reserved.
3. An approximate number of guests attending should be provided at the time of booking.
4. Whenever possible, menu selection and final details should be provided no later than 30 days prior to the event and 60 days prior for wedding receptions. The final payment (100%) of the anticipated **billing is due five (5) days prior to the event.** Cash, cashier's check, Visa, MasterCard and American Express are acceptable form of payment.



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5. Personal checks for final payment are acceptable, but only from the **Host of the event. The Officers' Club does not cash personal checks** from guests at any event.
6. The final guarantee needs to be provided by 12 noon, **five (5)** business days prior to the event. The Club reserves the right to provide an alternate entrée to those guests in attendance above and beyond the actual number agreed on the contract. No reduction in guaranteed guests will be accepted within 72 hours of the event. To better accommodate your guests, the Club also reserves the right to move your event to another room should the final count significantly change.
7. When serving a two-entrée **à la carte** menu, the following conditions apply:
 - a. All guests in attendance must possess a prepared ticket stating the entrée they have preselected.
 - b. Due to the additional labor costs to prepare for two **entrées**, all guests/host will pay for the higher priced entrée.
8. All minor guests under the age of 21 are prohibited from purchasing or consuming alcoholic beverages. The responsibility for compliance rests solely with the Host who needs to make sure that minors do not **consume or "help themselves" to the available beverages either at the bar or on the self serve stations.**
9. If the Host cancels the event within 30 days for any reason other than **an "Act of God," the authorized** Host agrees to pay the Club the amount of 25% of the contracted price and forfeits the deposit due to the great demand for room reservations, party functions and meeting space. All cancelations must be submitted via email or in person with a written statement.
10. Due to their seasonal nature, some food items may not be available at the time of finalizing the details. However, an equitable substitute shall be coordinated between the Host and the Club.
11. Room Rental Hours and Limitations:
 - a. For a seated lunch, dinner or buffet, the room rental is **three (3)** hours.
 - b. The cost to extend is \$150 per hour Monday through Friday; \$300 per hour on Saturday and Sunday.



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- c. Weddings: Room rental of either four (4) hours or five (5) hours is included in the package. The cost to extend is \$300 per hour.
 - d. On Saturdays, the Belvoir and Mount Vernon Ballrooms are available for receptions from 11:00 hours to 15:00 hours in the afternoon and from 18:00 hours to 22:00 hours or 19:00 hours to 23:00 hours in the evening. All other rooms can be booked at your preferred time. We are unable to book wedding receptions or parties from 15:00 hours to 18:00 hours. The Club needs the time to clean and set up for the next event.
 - e. The Mount Vernon room is not available for catered events that may affect yearly scheduled membership events on Wednesday, Fridays or Sundays. There is a required time of three (3) hours to set up for any membership event.
 - f. Stand-up Cocktail Buffet, a limited number of cocktail tables and chairs are provided for guests.
- 12. A \$250 cleanup fee is charged to the Host if rice, bird seed, confetti, glitter, rose petals, food, etc., are thrown inside or outside the Club.
 - 13. Sparklers are not allowed inside or outside of the Club.
 - 14. No glue or tape may be used on the walls or the wallpaper for hanging decorations or any other items. The Host is responsible for any damage to the Club property.
 - 15. The Club recommends that the food be served no later than 20:00 hours.
 - 16. Sunday and Monday Afternoons. Events scheduled on these days require a minimum guaranteed guest count of 75 persons. If the minimum is not met, the Host will be charged for the guaranteed minimum.
 - 17. Heating and AC Conditions: Parties booked between the months of October – November or April – May. This building does not have individual room thermostats to control heating or air conditioning. During the above specified months, there may be some days when the temperature will not be perfect in our banquet rooms. It takes a minimum of 48 hours to change over the system.



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18. Outstanding balances in excess of 30 days, will be charged to the **sponsors' credit** card.
19. The Club is not responsible for "Acts of God," Force majeure, or any other act, event, circumstance or condition beyond the control of the Club.
20. The Club is not responsible for items left in the banquet rooms. All personal items should be removed by the Host immediately after the banquet.
21. **It is the Host's responsibility to distribute their party favors, place cards, decorations, candles, etc.** Your room will be available two (2) hours prior to your event. This service can be provided by the catering staff for a fee of \$350. Any other additional items will be charged accordingly.
22. Dance floor rental for the Yorktown, Alexandria or Castle room is \$100.
23. Carts are not allowed to go through the front door. You may use the side and back entrances to the building.
24. Prices are subject to change once a year. Please contact Catering Office for any updated pricing information.

Required Minimum and Maximum Guest Counts for Rooms

| Room | Minimum Required Guest Count | Not To Exceed |
|--------------|-------------------------------------|----------------------|
| Alexandria | 25 | 60 |
| Belvoir | 125 | 250 |
| Jefferson | 25 | 50 |
| Mount Vernon | 150 | 350 |
| Potomac | 60 | 150 |
| Valley Forge | 25 | 60 |
| Yorktown | 25 | 60 |



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I have read and understood the preceding information presented to me by **the Catering staff of the Fort Belvoir Officers' Club.** I agree to abide by these policies and procedures.

Signature (Sponsor) and Date

Club Membership ID#

Date of Event and Room Name

Name of Sponsor:

Address :

Phone Nos.: (W) _____ (C) _____ (H) _____

E-Mail:

Signature (Host) and Date

Name of Host:

Address:

Phone Nos.: (W) _____ (C) _____ (H) _____

E-Mail:

Credit card account **and expiration date** for all final/additional charges:



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