



## Private Dining

Thank you for considering The Restaurants at Walnut Hill College for your special event. Our themed dining rooms provide the perfect venue for banquets, dinner meetings, and business or social affairs. We offer individual menus in many different and creative formats as well as any service that you may require to make your next event truly special!

### DINING ROOMS

Walnut Hill College, located in University City, operates five student-staffed, public dining spaces in the historic Allison Mansion:

**The Great Chefs**

A formal and elegant dining room that seats **24** guests in two connected rooms.

**The International Bistro**

A dramatic space modeled after a European village square that seats **70** guests.

**The Rooftop**

Overlooks the International Bistro and seats **35** guests.

**The Italian Trattoria**

A warm and inviting Tuscan country house setting that seats **24** guests.

**The American Heartland**

A Midwestern farmhouse setting that seats **20** guests in two adjoining rooms.

The International Bistro, Rooftop, Italian, and American rooms are all located in the Atrium complex and can accommodate a combined total of **136** guests in the different rooms. The entire restaurant complex can accommodate **160** guests.

The Restaurants at Walnut Hill College are open for dinner Tuesday through Saturday from 5:30 pm to 10:00 pm and feature a full bar and wine list. Free on-site parking is available and all major credit cards are accepted. The restaurants are non-smoking, and all of the dining rooms except for the Rooftop are handicap-accessible.

### About Walnut Hill College

Founded in 1974 as The Restaurant School, Walnut Hill College is one of Philadelphia's first colleges to focus on excellence in hospitality education. We prepare our students for the real world by combining classroom teaching with hands-on training in our award-winning restaurants, which are open to the public. After their studies, students receive an associate or bachelor's degree in Culinary Arts, Pastry Arts, Restaurant Management, or Hotel Management.

### About the Campus

Walnut Hill College's main building is Allison Mansion, a historically-restored Italianate mansion built in 1854 and designed by the prominent architect Samuel Sloan. In addition to the mansion, there are several additional historic buildings serving as dormitories and administrative offices.

*4207 Walnut Street, Philadelphia, PA 19104*

*Telephone #: 267.295.2324*

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## MENUS

The Restaurants at Walnut Hill College offer a variety of menu items and options to select from. Flexibility is one of our hallmarks: we will create a special, individualized menu for you and your guests. Menu prices do not include an 18% service charge, an 8% sales tax on food, or a 10% tax on alcoholic beverages. Menus are subject to change based on seasonal availability, and comparable substitutions may be made. Guests with special dietary needs are always accommodated.

Special desserts, including cakes and candies, can be ordered from our pastry chefs.

The Holiday Buffet menu, an extensive and hugely popular offering, is available every December.

## COCKTAILS

A full bar is available, and wines to complement your menu selection can be chosen from our wine list. Bar prices are \$8-12 for most cocktails, \$5+ for beers, and \$10 for wines by the glass. Most bottles of wine are priced from \$25-50, with a few outside that range. Beverages are purchased on a per drink basis (charged per consumption). The City of Philadelphia imposes a 10% sales tax on all alcohol purchases.

## SATURDAY FUNCTIONS

Because all of the dining rooms are sure to be filled every Saturday, we require a minimum food and beverage purchase in order to reserve dining rooms for that day.

## DEPOSIT POLICY

A deposit of 50% of the estimated bill must be received in order to confirm the date of your reservation. Deposits are refunded if cancellations are received 2 weeks prior to the date of the event. With less than 2 weeks' notice, deposits will be refunded only if the space is rebooked.

## GUARANTEE

A guarantee of the number of guests must be received one week prior to the date of your event. This guarantee will determine the minimum dollar amount for food and beverages charged for this event.

## CONFIRMATION

A date and room cannot be confirmed until a deposit and a signed agreement are received. All rooms and dates will remain open for other banquet inquiries until both are received.

## PAYMENT

At the conclusion of your dinner, the deposit will be deducted from the bill. The remainder of the balance must be settled at that time. We apologize for any inconvenience, but we do not direct bill.



## Banquet Agreement

Please read carefully the information about your event and inform your banquet sales manager of any changes you wish to make.

Your Event Name: \_\_\_\_\_

Day of Event: \_\_\_\_\_ Date of Event: \_\_\_\_\_ Time of Event: \_\_\_\_\_

Number of Guests: \_\_\_\_\_ Dining Room(s): \_\_\_\_\_

### Menu Selection

Hors d'oeuvres: \_\_\_\_\_

Appetizer: \_\_\_\_\_

Entrée: \_\_\_\_\_

Dessert: \_\_\_\_\_

**PRICE PER PERSON** (not including tax or service charge): \_\_\_\_\_ **DEPOSIT:** \_\_\_\_\_

**BAR** (charge per consumption): \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

### SEATING AND TABLE ARRANGEMENTS:

\_\_\_\_\_

### SPECIAL REQUIREMENTS:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I have read and understand Walnut Hill College's banquet dining policies. My signature below will serve as my acknowledgment and my agreement to these policies.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name (please print): \_\_\_\_\_

Telephone #: \_\_\_\_\_

Email address: \_\_\_\_\_

I authorize Walnut Hill College to charge the below listed credit card for deposit and payment of the banquet charges.

Credit Card #: \_\_\_\_\_

Name on Card: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

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