

Luigi's

*Restaurant &
Gourmet Express*

**HOLIDAY / CORPORATE
PACKAGES**

Holiday / Corporate Packages

(Groups of 15+)

Package One

Salad or Soup
Entrée with Potato / Vegetable
Dessert

\$30.95 per guest
plus tax & gratuity

Package Two

Appetizers
Salad or Soup
Entrée with Potato / Vegetable
Dessert

\$40.95 per guest
plus tax & gratuity

Package Three

1st Cocktail/Beer/Wine
Soup or Salad
Entrée with Potato / Vegetable
Dessert

\$42.95 per guest
plus tax & gratuity

Package Four

1st Cocktail/Beer/Wine
Appetizer
Soup or Salad
Entrée with Potato / Vegetable
Dessert

\$45.95 per guest
plus tax & gratuity

Entrée Choices

Chicken Francaise | Chicken Marsala | Grilled Chicken Caprese | Baked Scrod
Shrimp Scampi | Pappardelle Bolognese | Chicken Parmigiana | Eggplant or Grilled Eggplant
Parmigiana | Penne Alla Vodka with Chicken, Prosciutto & Shrimp
Potato - Parmesan Encrusted Salmon +3.99
Roasted Petite Sirloin with a Veal demi-glaze +3.99

Entrée Choices per Reservation

Parties of 15 to 29 - 4 Choices with menu card
Parties of 30 to 40 - 3 Choices with menu card
Parties of 41 to 70 - 2 Choices with pre-ordered entrée counts

Appetizer (Up to Three (3) Choices)

Fried Calamari | Stuffed Mushrooms | Polenta Fries | Zacheos | Spanakopita | Fig & Prosciutto Flatbread

Cocktails

Tito's Vodka | Mules | Old Fashion | Four Roses Bourbon | Dewers Scotch | Bacardi Rum | Aperol Spritz
Fords Gin | House Wines by Glass | Imported & Domestic Beers | Prosecco
Mocktails- Italian Soda or Apple Cranberry Fiz

Dessert One per group

Tiramisu | Chocolate Mousse Tower | Cannoli | Gianduja Pancotta



BANQUET POLICIES AND PROCEDURES

DINNER SELECTIONS & EVENT DETAIL DEADLINES

To ensure we can assist you in creating a memorable event, we kindly request that you make your event selections at least 14 days before the function. During this time, please finalize all details, including seating arrangements, guest arrival time, menu selections, and any special arrangements. The deadline for providing the final guest count and meal selections is 5 days prior to the event. The count you provide at this stage represents the minimum number of confirmed guests for whom charges will apply. If your actual guest count exceeds the confirmed number, you will be billed for the additional meals.

FINAL PAYMENT

Your final payment is due at the conclusion of your event. We offer multiple payment methods, including cash, personal checks (with a valid driver's license), Visa, MasterCard, and American Express. It's important to be aware that a 20% gratuity will be applied to the total bill, encompassing all food and beverages. In addition, there will be a 3% administration fee; however, this fee is waived for cash payments. Furthermore, the entire bill, inclusive of the gratuity and administration fee, is subject to an 8% Rhode Island sales tax in accordance with RI Taxation Regulation SU 04-59.

GUARANTEED MINIMUM GRATUITIES FOR SERVERS

For each server, there is a minimum guaranteed gratuity of \$125 or 20% of your final bill, whichever amount is greater. If additional staffing is necessary based on the specific needs of your event, there may be an extra charge of \$25 per busser.

OUTSIDE CAKES, COOKIES, AND DESSERTS:

If your selected package already includes dessert, you're welcome to bring your own cake or dessert instead of the included dessert. Our staff will be delighted to cut and serve your cake at no extra charge.

However, if you choose to bring a cake in addition to the package desserts or instead of purchasing desserts from us, there will be a plating fee of \$1.99 per person. Luigi's also offers custom cakes for your event; please see the whole cakes section of our menu.

COOKIES, WANDIES, AND PASTRIES:

If you decide to bring these items either instead of or in addition to the included desserts, they should arrive on trays, ready to serve. Items brought in on trays, ready to serve, in addition to or instead of desserts purchased from us, will incur a fee of \$1.50 per person. For any outside desserts to be brought onto the premises, they must be approved and documented by a banquet coordinator before your event. Please be aware that due to limited storage capacity, we cannot accept deliveries of any items until the day of the event. Kindly note that no other food or beverages can be brought into the facility. Our Liquor License and Insurance prohibits liquor being brought onto the premise for consumption. This extends to liquor nips commonly used as favors.

DECORATIONS AND CENTERPIECES:

Party hosts or outside event planners are allowed to arrive one hour before the scheduled start time for event setup. Any installations, such as balloons, arches, or photo walls, must be approved by us, including the location in advance. Hosts and outside vendors cannot alter the room layout or set up on the day of the event. Deliveries will only be accepted on the day of the event, and it's crucial to coordinate the delivery time with the banquet coordinator. All balloons and installations must be removed by the host or vendor within 30 minutes of the event's conclusion. You are encouraged to bring in your own centerpieces.

Luigi's will only accept deliveries from florists on the day of your event. Please coordinate the delivery with a banquet manager. We do not supply any centerpieces. If you plan to use lit candles, please consult a banquet coordinator. Please note that decorations such as confetti, glitter, rice, nails, thumbtacks, and sticky tape are not allowed. Nothing should be attached, taped, or affixed to the walls, furniture, or light fixtures. A cleaning fee of \$150.00 will be applied if these items are used. Additionally, no furniture is to be moved or removed from the room.

AUDIO VISUAL EQUIPMENT:

Slide shows, PowerPoint presentations, microphones, and lecterns for meeting events are allowed with prior notice. We offer a screen and projector for a fee of \$50.00. Please be advised that Luigi's management reserves the right to control the volume.

ADMINISTRATION FEE

Effective November 1, 2023, a 3% administration fee will be applied to all on premise events with 20 or more guests. However, for party planners settling their final bill in cash, this fee will be exempted.

RESERVATIONS & DEPOSIT

Reservations are considered tentative and are not finalized until we receive a non-refundable deposit of \$150.00. Luigi's reserves the right to cancel reservations at any time before the deposit is received. The deposit will be applied in its entirety to the final bill. In the event of a cancellation after a deposit has been made, Luigi's will refund the deposit in the form of a Luigi's gift card to the individual who made the deposit. If Luigi's must cancel your event due to unforeseen circumstances, we will refund the deposit in full by issuing a check made out to the person who initially placed the deposit.

ROOM ASSIGNMENT & HOURS

Luigi's retains the option to allocate a different room if your final guest count falls below the minimum requirement for the originally booked room. Daytime events can be scheduled between 10:30 am and 4:00 pm and must conclude by 4:00 pm. Evening events may commence from 5:00 pm onward. All events are initially reserved for a four-hour duration, and an extra hour can be acquired for an additional fee of \$200.00. Our private room options consist of the Sorrento Room and the Amalfi Room, while our shared spaces include the Bar Area and the Café.

PRIVATE & COMMON DINING ROOM ASSIGNMENT POLICIES, MINIMUMS & FEES

THE SORRENTO ROOM (private):

The Sorrento Room has a maximum capacity of 74 guests for a buffet setup and 80 for a plated dinner. To reserve this room privately, a minimum of 50 guests ordering adult entrees is required. Please note that this room is not available for reservations on Friday or Saturday evenings.

THE AMALFI ROOM (private):

The Amalfi Room can accommodate a maximum of 30 guests. To secure this room for a private event, a minimum of 25 guests ordering adult entrees is necessary. Additionally, there is a linen charge of \$35.00. For service gratuity, there is a minimum of \$125.00 or 20%, whichever is greater, and a separate busser gratuity of \$25.00 for this room.

THE CAFÉ (common):

The Café shares space with our deli, but there are barriers that separate the two areas. The maximum capacity for this room is 50 guests. To reserve a semi-private event in this area, a minimum of 30 guests ordering adult entrees is required. Linen is required for The Café at a charge of \$65.00

LINEN FEES

Fees for our event spaces are as follows:

Amalfi Room: \$35.00

Lounge Area: \$45.00

Half of the Sorrento Room or half of our tent: \$45.00

Full Sorrento Room or full Tent: \$75.00

We provide white tablecloths and offer a variety of napkin colors for your selection.

Please note that in the Amalfi Room, the linen service is mandatory, incurring an additional charge of \$35.

PLATED BANQUET MEAL CHOICE GUIDELINES

20 to 30 Guests may have up to 6 entrée choices offered choose upon arrival.

31 to 50 Guests may have up to 4 entrée choices offered choose upon arrival. To ensure the best service for events over 50 guests we offer up to 3 entrée choices that your guests will RSVP in advance so we may have exact counts. In addition to the entrees offered here, you may also select entrees listed on our dinner menu for your plated banquet event.

A close-up photograph of a silver fork lifting a portion of spaghetti from a light blue plate. The spaghetti is coated in a creamy sauce and garnished with green herbs. In the background, other plates of food are visible, including one with a red tomato and another with a white egg and red sauce. The overall scene is set on a wooden table.

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