



*Private Lunch Dining
Multi-Course Banquet Menus*

1512 Walnut Street, Philadelphia, Pennsylvania 19102
Telephone (215) 545-2666 Fax (215) 546-9106
www.susannafoo.com

Effective January 1, 2008

Thank you for considering Susanna Foo Chinese Cuisine to host your event. Attached are our private party policies and menus. Please call us at 215-545-8907 or stop by in person to discuss any questions you may have.

Facilities

Our lovely second floor private dining rooms have the following capacities:

Jade Room – up to 22 people

Orchid Room – up to 30 people

Princess Cheng – up to 50 people

Red Lantern – up to 110 people

Full Second Floor (Red Lantern and Jade Rooms, joined by bar area) – 130 people

Please note that room capacities are slightly lower when audiovisual equipment is required.

Charges and Payment Information

A \$500.00 room charge will apply to all parties with fewer than 15 guests and to private parties who choose to dine a la carte. A \$75.00 bartender fee will be charged for parties with a cash bar.

Menu prices are subject to a 7% tax on food, 10% tax on alcohol, and 20% gratuity. A deposit is required to confirm your reservation date. A \$500.00 deposit is required for parties of 50 people or less. A \$1,000.00 deposit is required for parties with greater than 50 guests. In the event of a cancellation, a deposit will be refunded only if the space is rebooked. However, if you cancel 30 days or more before the event and the space is not rebooked, we will refund 50% of your deposit. Deposits are transferable to a new event date.

At the conclusion of your event, all deposits will be deducted from your bill. The balance of payment is required at the end of your function. We apologize for any inconvenience, but we do not direct bill.

Cocktails

Beverages are charged on a per drink consumption basis. Wine, Champagne, imported and domestic beers, and soft drinks are available. Cocktail prices range from \$6 to \$14, soft drinks are \$3, and beers are \$4.50. Mineral water is \$6.00 per bottle. Please ask for a copy of our award-winning wine list if you would like to arrange for your wines in advance.

For parties with only cocktails and passed hors d'oeuvres, we require a minimum of 20 guests and a minimum food charge of \$40.00 per person. In addition, there is a \$75.00 bartender fee for all cocktail parties.

Guarantees

The final guaranteed number of guests for all functions must be confirmed before noon two business days prior to the event. This number will serve as a guide for your minimum billing charges. If we do not receive a guaranteed number by the deadline, we will charge according to the number stated on your event contract. Susanna Foo will not be responsible for preparing more than 10% above the guaranteed number of guests. In addition, if your original number has decreased by more than 30%, you will be subject to a \$250 room fee.

Audio-visual Equipment

Audio-visual equipment is available for rental with advance notice. We can provide for any audio-visual need. Below is a brief sampling of charges and equipment:

Screen	\$50	TV with DVD	\$275
Laser Pointer	\$25	Amplified Podium	\$250
Flip Chart	\$25	LCD Projector	\$325
Lavaliere Microphone	\$300 and up		

Menu Selection

It is recommended that your menu selection be given at the time of your deposit or shortly thereafter. You may make substitutions to any menu; however, certain substitutions require additional charges. We are happy to accommodate guests who require vegetarian meals or have other dietary restrictions; advanced notice is appreciated but not required. **Menus are subject to change based on seasonal availability and comparable substitutions may be made.**

Susanna Foo Event Function Agreement

Your function is not confirmed until we receive this form signed and completed. Please fax to (215) 546-9106.

Day & Date of Event _____

Time _____ Number of Guests _____

Host's Name _____ Today's Date _____

Company _____

Function Name _____

Address _____

Telephone _____ Fax _____

Audio-visual: _____

Seating Arrangements: _____

Hors d'oeuvre Selections: _____

Menu Choice: _____

Bar: Normal bar setup is open bar, drinks charged to your bill on consumption, with still and sparkling mineral water served. Please note any restrictions or wine preferences below.

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Please call (215) 545-8907 to confirm that this agreement has been received.

I have read and I agree to follow all of the Susanna Foo Chinese Cuisine Private Event Policies. My signature below will act as my acknowledgment of all of the conditions, as well as authorization to charge the non-refundable credit card deposit.

I understand a deposit of \$500.00 will be charged to this credit card for a party of 50 people or less, or \$1,000.00 for a party of more than 50 people.

Please include a copy of the front and back of the card with this fax.

Credit Card Number _____

Name on the Card _____

Signature _____ Expiration Date _____

____ Please automatically charge the remaining balance to this card at the conclusion of the event.

____ An on-site host will settle the bill in person at the conclusion of the event.

Butlered Hors d'oeuvres

~Our hors d'oeuvres selection is priced per piece, per person. You may choose as many as you wish from the selections below. We generally recommend four to six different hors d'oeuvre for a reception of a half hour to forty-five minutes. ~

Vegetarian Sushi Roll
Chinese Eggplant Caviar on Toast
Curried Potato Purse
Vegetarian Pot Sticker
Pork Pot Sticker
Crispy Chicken Dumpling
Caramelized Onion & Rosemary Tart
\$1.75 each

White Truffle Mushroom Bouchee
Steamed Seafood Wonton on Spoon
Herbed Goat Cheese and Walnut Puff
Chicken Saté with Spicy Peanut Sauce
Wild Mushroom Chicken Dumpling
\$2.00 each

Shanghai Spring Roll with Shrimp
Beef Tenderloin Saté
Lamb Pillow
California Maki Roll with Prawn
Ginger Smoked Salmon on Korean Pancake
Peking Duck with Scallion Pancake
\$2.50 each

Spicy Big Eye Sushi Tuna Roll
Chilled Jumbo Crabmeat in Cucumber Cup
Tiger Prawn with Thai Dipping Sauce
Ahi Tuna Tartar with Wasabe Caviar
Petite Hundred-Corner Crabcake
\$3.00 each

Maryland Crab Spring Roll
Big Eye Tuna Spring Roll
Smoked Salmon on Brioche with Caviar
Caramelized Foie Gras on Brioche
Diver Scallop Ceviche
\$4.00 each

Rosemary Crusted Baby Rack of Lamb
Kobe Beef Carpaccio
Cigarette Lobster Spring Roll
Smoked Salmon Mousse with Osetra Caviar
\$5.00 each

Luncheon Banquet Menus

Sung Menu

3 Course Banquet \$30.00

First Course

Organic Baby Green Salad with Citrus Vinaigrette
Scallion Pancake

Second Course

Choice of:

Grilled Norwegian Salmon with Thai Lemongrass Sauce
Yukon Gold Mashed Potatoes

or

Sautéed Chicken Breast with Roasted Peanuts and Mushrooms
Taro Coconut Rice Compote

Dessert

Warm Granny Smith Apple Tart
Vanilla Ice Cream

Yuan Menu

3 Course Banquet \$35.00

First Course

Roasted Butternut Squash Soup with Chinese Croutons
Red Pepper Coulis

Second Course

Choice of:

Crispy Jumbo Shrimp with Caramelized Orange Sauce
Coconut Polenta

or

Crispy Duck with Star Anise Sauce
Turmeric Risotto

Dessert

Warm Chocolate Cake
Vanilla Ice Cream

Ming Menu
4 Course Banquet \$40.00

First Course

Hundred-Corner Crabcake with Sun-Dried Tomato Sauce and Basil Oil
Organic Baby Greens

Second Course

Crispy Prawns with Caramelized Citrus Sauce
Coconut Sweet Rice and Broccoli

Third Course

Wok- Sautéed Mongolian Jamison Lamb with Cauliflower Risotto
Chinese Eggplant and Leeks

Dessert

Milk Chocolate Mousse with Mandarin Orange Gelée

Ching Menu
4 Course Banquet \$45.00

First Course

Dumpling Sampler
Chicken, Pork, Lamb and Shrimp

Second Course

Roasted Striped Bass with Thai Lemongrass Sauce
Yukon Gold Potato Purée

Third Course

Grilled Filet Mignon with Szechwan Peppercorn Sauce
Turmeric Risotto and Sautéed Vegetables

Dessert

Chocolate Royale
Chocolate Mousse Cake with Hazelnut Praline Crunch and Raspberry Sorbet