

# Uva Trattoria & Bar

Private Party Information, Menu Selections and Agreement

## Private Party Information

Uva offers private party options for groups of up to 110 people in the music room and 65 in the main dining room. Uva has a full-service bar including a large selection of Californian, Italian and Cal-Italian varietal wines. If you would like to discuss your event in detail please contact the restaurant at (707)255-6646, (Tuesday-Friday from 3:00-5:00pm) or go to [www.uvatrattoria.com](http://www.uvatrattoria.com) and click on the "Contact Us" tab and fill out the information form. Once your information is received, the event coordinator will contact you.

**Your event date and time will not be guaranteed until we have received by fax, mail or hand delivery a signed Private Party Reservation Agreement.** Please send back the original Private Party Package and keep a copy for your records

**PLEASE REVIEW AND FILL OUT THE FOLLOWING PAGES AND RETURN THEM TO THE EVENT COORDINATOR BY FAX OR US MAIL: FAX (707)254-7242 OR 1040 CLINTON ST., NAPA, CA 94559**

Menu selections, arrival times and other requests should be confirmed at least two weeks in advance of your event<sup>1</sup>. Final guest counts should be confirmed no less than seven [7] days in advance of your party.

★ Your Group Name	
★ Approximately how many guests in your party?	
★ Approximately how many are children?	
★ Do you have any Vegans or Vegetarians?	If YES, how many?
★ Will there be a cocktail hour?	If YES, Host or No Host?
★ Specific Instructions with regard to alcoholic beverage purchases prior and during your party below:	
★ Please state any further special requests here:	

<sup>1</sup> If there is an item from our regular dinner or lunch menu that you would like to include please let us know and we will do our best to accommodate your request.

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## Service Style and Group Rates

### Family Style

#### *Three-course*

1. Insalata and/or Antipasti<sup>2</sup>
2. Primi and/or Secondi
3. Dolce

#### *Four-course*

1. Antipasti
2. Insalata
3. Primi or Secondi
4. Dolce

#### *Five-course*

1. Antipasti
2. Insalata
3. Primi
4. Secondi
5. Dolce

When a meal is served family-style, everyone in the party receives a plate, and the food is served in bowls or on platters to each table. When selecting items for your meal, you may choose a maximum of 3 items for each course to provide your guests with a variety of options. See the following examples of family-style. A three or four-course banquet might consist of the following:

<b>Antipasti</b> ➤ Calamari Fritti ➤ Arancini ➤ Pizze Margherita	<b>Insalata</b> ➤ Dell Orto ➤ Caesar ➤ Spinaci	<b>Primi</b> ➤ Penne con Salsiccia ➤ Penne Arrosto ➤ Salmon	<b>Dolci</b> ➤ Tiramisu ➤ Torta di Cioccolato ➤ Panna Cotta
<b>\$8 per person</b>	<b>\$6 per person</b>	<b>\$18 per person</b>	<b>\$6 per person = \$38 per person</b>

<b>Antipasti and/or Insalate</b> ➤ Pizza ➤ Insalata dell'Orto ➤ Insalata Ceasar	<b>Primi and/or Secondi</b> ➤ Penne con Salsiccia ➤ Salmon ➤ Pollo Arrosto	<b>Dolci</b> ➤ Tiramisu ➤ Gelato ➤ Panna Cotta
<b>\$7 per person</b>	<b>\$20 per person</b>	<b>\$6 per person = \$33 per person</b>

### Individual Plates

If you choose to serve your guests individually plated items, a pre-count for each main course item is required at least two weeks in advance. It is also required to distribute place markers to each guest at the event as sometimes guests forget which entrée they have ordered.

### Friday and Saturday nights at Uva

On Friday and Saturday nights an additional \$8 per person will be added to the bill to parties of 30 or more because of the premium on space and entertainment.

<sup>2</sup> See Menus below

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## Menu Selections

Select	Plate	Description	Price Per Person
<b>Antipasti</b>			
<input type="checkbox"/>	Salumi Misti	Prosciutto di Parma, Sopressata, Fatted Calf Mortadella, Spicy Coppa, mixed olives, imported cheese	\$8
<input type="checkbox"/>	Arancini Saffron	Saffron risotto balls with Telemé cheese in the center, rolled in bread crumbs and fried, served with spicy marinara	\$8
<input type="checkbox"/>	Formaggi Misti	Assorted artisan cheeses, dry or fresh fruits and crostini	\$8
<input type="checkbox"/>	Arancini Pesto	Basil risotto balls with Telemé cheese in the center, rolled in bread crumbs and fried, served with spicy marinara	\$8
<input type="checkbox"/>	Mare e Monti	Sautéed clams, mussels, sausage, Calabrian chilies in herb white wine broth	\$8
<b>Pizze</b>			
<input type="checkbox"/>	Calabrese	Tomato sauce, mozzarella, Italian sausage, onion and mushrooms	\$8
<input type="checkbox"/>	Prosciutto	Tomato sauce, mozzarella, Prosciutto di Parma, shaved Parmesan and arugula	\$8
<input type="checkbox"/>	Vegetariana	Tomato sauce, mozzarella, grilled zucchini, eggplant, roasted sweet peppers and arugula	\$8
<input type="checkbox"/>	Quattro Formaggi	Blue cheese, goat cheese, mozzarella and Fontina with roasted sweet peppers	\$8
<input type="checkbox"/>	Margherita	Tomato sauce, Burrata cheese, mozzarella and fresh basil	\$8
<b>Zuppe e Insalate</b>			
<input type="checkbox"/>	Insalata di Spinaci	Spinach salad with homemade balsamic blue cheese dressing and toasted walnuts	\$6
<input type="checkbox"/>	Insalata di Cesare	Traditional Caesar, housemade crostini, and parmesan	\$6
<input type="checkbox"/>	Insalata dell'Orto	Organic spring mix salad, tomatoes, grated carrots, balsamic vinaigrette	\$6
<input type="checkbox"/>	Insalata di rucola	Arugula, lemon, olive oil, Prosciutto di Parma and Grana Padana	\$8

(707) 255-6646 ★ 1040 Clinton @ Brown Street ★ Downtown Napa ★ (707) 254-7242 fax

★ [www.uvatrattoria.com](http://www.uvatrattoria.com) ★

mft updated 9.3.2011

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Select	Plate	Description	Price Per Person
<b>Primi Piatti</b>			
<input type="checkbox"/>	Penne Pomodoro	Bowtie pasta, fresh tomatoes, toasted garlic, olive oil and fresh basil	\$13
<input type="checkbox"/>	Penne con Salsiccia	Tube pasta with housemade sausage, mushrooms, basil and tomato-cream sauce	\$15
<input type="checkbox"/>	Rigatoni alla Bolognese	Pasta with traditional Italian meat ragu	\$15
<input type="checkbox"/>	Penne Pollo e Funghi	Mushroom cream sauce over pasta with grilled chicken breast	\$15
<input type="checkbox"/>	Gnocchi al <sup>3</sup> Gorgonzola	Handmade gnocchi with gorgonzola reduction <sup>3</sup>	\$16
<input type="checkbox"/>	Ravioli <sup>4</sup> d'Erbé	Ricotta and herb-filled ravioli with brown butter, crispy sage and pecorino <sup>4</sup>	\$16
<b>Secondi Piatti</b>			
<input type="checkbox"/>	Pollo Arrosto con Limoné	Slow-roasted lemon-herb half chicken in natural broth served with seasonal vegetables	\$18
<input type="checkbox"/>	Pork Tenderloin	Slow-roasted with rosemary and garlic in natural juices served with seasonal vegetables	\$18
<input type="checkbox"/>	Salmon	Pan-seared salmon with chef's seasonally prepared sauce and seasonal vegetables	\$20
<input type="checkbox"/>	Vitello Piccata	Pan-seared veal Scallopine with capers, lemon and butter sauce served with seasonal vegetables	\$22
<input type="checkbox"/>	Bistecca	Grilled Rib-Eye steak with a roasted shallot demi-glaze served with seasonal vegetables	\$22
<input type="checkbox"/>	Fish	Seasonal fresh fish upon request with seasonal vegetables	Market price

<sup>3</sup> Other sauce choices: pesto cream; marinara; bolognese

<sup>4</sup> Special order raviolis available upon request (e.g., butternut squash or beet)

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Dolci			
Cake cutting fee ~ \$2.50 per person			
<input type="checkbox"/>	Tiramisu	Traditional espresso-soaked cake with mascarpone cream, chocolate sauce and shaved chocolate	\$6
<input type="checkbox"/>	Panna Cotta	Traditional “cooked cream” pudding with fresh seasonal fruit sauce	\$6
<input type="checkbox"/>	Torta di Cioccolata	Warm housemade flourless, Belgian chocolate cake	\$6
<input type="checkbox"/>	Gelato	Chocolate, Vanilla Bean, Carmel, or Sorbet	\$6

## Wines & Beverages

Uva has a full service bar and can accommodate a host or no-host bar for your guests. Our Corkage Policy is \$10 corkage fee per 750 ml. However, for each bottle purchased from our wine list, we waive corkage accordingly. The wine list is available via fax upon request.

- ★ Coke, Diet Coke, Sprite
- ★ Ice Tea
- ★ Panna (Still H<sub>2</sub>O)
- ★ Coffee
- ★ Espresso Drinks

- ★ Pellegrino (Sparkling H<sub>2</sub>O)
- ★ Pellegrino Sodas  
(Orange & Lemon)

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## PRIVATE PARTY RESERVATION AGREEMENT

This agreement confirms my, \_\_\_\_\_, intentions to secure space and time at Uva Trattoria and Bar. Below is the general information about my group:

Private Party Name: \_\_\_\_\_

Occasion: \_\_\_\_\_

Credit Card number to secure date & time: \_\_\_\_\_ exp: \_\_\_\_\_

Approximate Guest Count: \_\_\_\_\_ Date: \_\_\_\_\_ Time: \_\_\_\_\_

Main Telephone: \_\_\_\_\_ Mobile (day of event): \_\_\_\_\_

Fax #: \_\_\_\_\_ Email address: \_\_\_\_\_

An approximate guest count is needed to reserve a space for your group, but a confirmed guest count will be due one week (7 days) prior to the scheduled event date. **From this point forward, the confirmed count is what you will be charged for, even if the actual guest count is less.** We will make every possible effort (without a guarantee) to accommodate any increases up until the day of the event.

The music room seats a maximum of 110 persons, and the space may be shared by two or more parties and public seating. If required, we will separate the parties with ample space and a half-wall. There is not a room rental fee for groups less than 30 on Friday & Saturday nights, unless your party would like exclusive use of the entire restaurant and bar, otherwise we ask consideration and respect with other dinners (e.g., voice level, children). **There is an \$8 per person room rental fee for groups of 30 or more on Friday & Saturday night bookings.**  
**Initial here** \_\_\_\_\_

Please know your group's space will be reserved for a dining time period of two hours. Additional time can be discussed and agreed to with the events coordinator.  
**Initial here** \_\_\_\_\_

Private Party menu prices do not include tax or service charge (7.75% and 18% respectively). These will be applied to the total check amount upon presentation at the end of your event.  
**Initial here** \_\_\_\_\_

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**CANCELLATION POLICY:**

(CHARGED TO CARD ABOVE)

**30** days or more prior to event, **no cancellation fee will apply.**

**5-15** days prior to event, **fee will be equal to 50% of estimated total revenue of event.**

Less than **5** days prior, **fee will be equal to 100% of estimated total revenue of event.**

Upon receipt of this signed agreement via fax, hand delivery or mail, we will contact you to confirm availability and schedule a site visit and menu discussion with the events coordinator. Thank you for your interest in hosting your special event at Uva Trattoria and Bar.

Sign here: \_\_\_\_\_

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