

THE
•GREAT ROOM•
CHAPEL HILL'S DOWNTOWN EVENT SPACE

WELCOME TO FRANKLIN STREET

ABOUT US

The Great Room Complex at Top of the Hill Restaurant & Brewery, the only large event space located directly on Franklin Street, offers the elegance and hospitality expected of Chapel Hill... with a twist.

Located in the space once occupied by the legendary Carolina Theatre, The Great Room's exposed brick and soft industrial feel gives a grateful nod to Chapel Hill's past while simultaneously embodying its bright future with clean lines, hardwood floors and subtle interiors.

Completely flexible menus, and a completely flexible planning staff, allow our clients to tailor each event around their preferences.

With direct access to our main restaurant, patio and Back Bar, guests are guaranteed a truly unique and enjoyable experience for events ranging from wedding ceremonies, departmental meetings, social gatherings, reunions, and much, much more.

TOURING OUR SPACE

The event staff offers tours **by appointment only** due to our event schedule.

Contact our event office to schedule your tour or to receive your proposal today!

Please be mindful that we are a functioning event space with non-traditional hours. Responses can be expected within 48 business hours of inquiry.

CONTACT US

PHONE

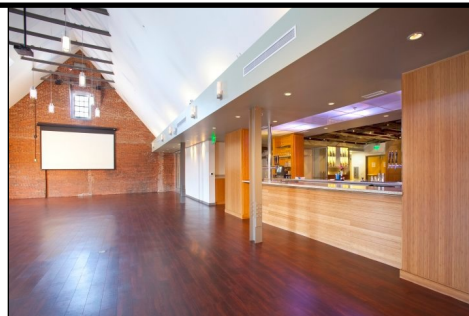
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EMAIL

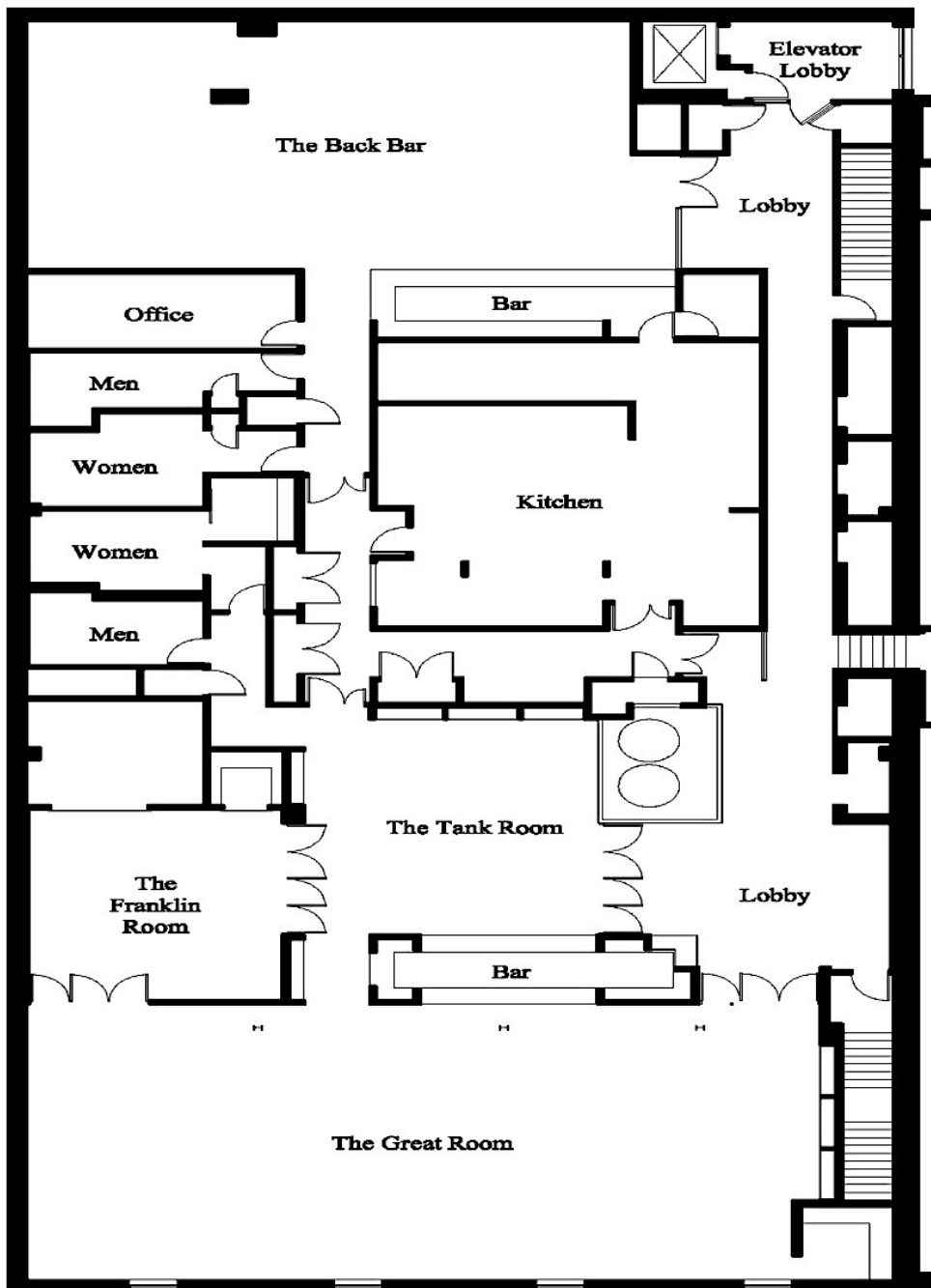
events@thetopofthehill.com

WEBSITE

www.topogreatroom.com



OUR SPACES



A ROOM FOR YOU

The Great Room Complex at Top of the Hill is composed of three private rooms: the Great Room, Franklin Room & Tank Room. These private rooms may be rented individually or together, and are located on the 2nd floor in the building next to the Top of the Hill, with their own entrance on Franklin Street.

These rooms are only open on a private event basis, and require a room rental fee for use. All catering & beverages must be purchased from our private event packages.

The Back Bar at Top of the Hill, located just down the hall from the private event space, is a public bar open Wednesday through Saturday at 5PM. Private rentals of Back Bar are available on Sundays, Mondays and Tuesdays only.

The Top of the Hill patio is never available for reservations or private events.

Please speak with an event coordinator to determine which of our spaces is the best fit for your next event!

ROOM CAPACITY & DIMENSIONS CHART

	MAX SEATED & DANCE FLOOR	MAX SEATED	MAX STANDING	ROOM DIMENSIONS	SQUARE FOOTAGE
ENTIRE FACILITY	200	250	350	71' x 147'	3,006
GREAT ROOM	120	170	300	32' x 64'	2,066
TANK ROOM	20	40	60	25' x 18'	467
FRANKLIN ROOM	20	40	50	23' x 21'	473
BACK BAR	70	90	175	29' x 50'	1,478

GENERAL PRICING INFORMATION

IT'S AS EASY AS 1-2-3

Our bookings are built by three different parts:

1. Room Rental Fee
2. Catering Package
3. Beverage Package

ROOM RENTAL FEE

Your room rental fee is determined based on the rooms rented, length of event, day of week and time of day. This fee covers the cost of the following items:

EVENT NEEDS

Chairs

Tables

round, square, cocktail & rectangular

Table Linens & Cloth Napkins

white, black or Carolina blue

Table Settings

Glassware

Serving Staff

Non-Alcoholic Beverages

Coke Products, Sweet Tea, Unsweet Tea, Coffee

AUDIO/VISUAL NEEDS

Wireless Microphone(s), Including Lapel Mics

One 46" Flat-Screen TV Per Room

11' Projection Screen & Projector - Great Room Only

SVGA Inputs & Cords (With Mac & HDMI Adaptors)

DVD & USB Capabilities

Pandora One & WIFI

PARKING NEEDS

The Great Room at Top of the Hill provides complimentary validation parking to all Great Room guests at two parking lots owned and managed by the Town of Chapel Hill. Guests may park at any available space in the Rosemary/Columbia Lot (100 E. Rosemary St.) or Wallace Parking Deck (150 E. Rosemary St.), Monday through Saturday, at any time. Guests will be responsible for bringing their parking ticket to the event space in order to ensure proper validation, allowing the service to be free of charge to the guest. The Great Room does not provide parking validation on home sporting event days or Sundays.

CATERING PACKAGES

Our catering packages are charged on a per person basis, based on a final headcount provided one week prior to the event. All catering packages are customizable and must be purchased through the event space. Catering costs will include a 20% gratuity and a 7.5% NC state sales tax. Available styles of service and their restrictions are listed below:

BUFFET/STATION STYLE

Breakfast and Lunch Menus

(20) person minimum; provided before 5PM

Cocktail Reception Menus

(20) person minimum

Dinner and Late Night Buffets

(30) person minimum; provided from 5PM-12AM

PLATED MENUS

Individual Entree Option

client must pre-select two entrees to offer guests and provide plate counts for each entree choice

Dual Plate Entree Option

all guests receive the same dual plate entree

PASSED APPETIZERS

provided for up to one hour of butler-passed service

BEVERAGE PACKAGES

All beverage packages are charged on an hourly, per-person basis with a 20% gratuity added. All adults (21+) must be included in final beverage package headcount. Shots are *not* included in any hourly beverage package, with no exceptions.

MINIMUMS

We function on all-inclusive minimums for Friday and Saturday evenings, as well as Thursday evenings in high-demand months. The minimum is determined by the month and day of the event.

Minimums can be met through the following fees:

Food & Beverage Packages

Room Rental Fee

Tax & Gratuity

Additional Fees (Cake Cutting, Coordinator, etc.)

BAR MENUS

BEER & WINE BAR

\$9.00 FIRST HOUR / \$7.00 ADDITIONAL

BEER ON DRAFT

Six TOPO Craft Beers

WINE

Two Red Varietals

Two White Varietals

One Sparkling Varietal

ADD WELL LIQUOR

+\$3.00 FIRST HOUR / +\$2.00 ADDITIONAL

Aristocrat Vodka

Aristocrat Gin

Aristocrat Rum

Aristocrat Tequila

Ten High Bourbon

PARTY BAR

\$14.00 FIRST HOUR / \$11.00 ADDITIONAL

BEER ON DRAFT

Six TOPO Craft Beers

WINE

Two Red Varietals

Two White Varietals

One Sparkling Varietal

LIQUOR

TOPO Spirits

Vodka, Gin & 8 Oak Whiskey

Tito's Vodka

Jim Beam Bourbon

Dickel Rye Whiskey

Jack Daniels Whiskey

Dewars Scotch

Tanqueray Gin

Bacardi Rum

Captain Morgan Spiced Rum

Jose Cuervo Gold

SOIREE BAR

\$16.00 FIRST HOUR / \$12.00 ADDITIONAL

BEER ON DRAFT

Six TOPO Craft Beers

WINE

Two Red Varietals

Two White Varietals

Prosecco

LIQUOR

TOPO Spirits

Vodka, Gin & 8 Oak Whiskey

Grey Goose Vodka

Ketel 1 Vodka

Hendrick's Gin

Bulleit Bourbon

Bulleit Rye Whiskey

Crown Royal Whisky

Johnnie Walker Black Whisky

Glenmorangie 10 Year Whisky

Jameson Irish Whiskey

Mt. Gay Rum

Corralejo Reposado Tequila

Don Julio Blanco Tequila

Purchase of the Soiree Bar includes a complimentary champagne toast for all guests and up to three signature cocktails.

THE BAR

BAR PACKAGES

Shots are **not** included in any bar package. Beverages outside of each package are available for purchase on a cash basis.

DRY BAR

Absolutely no alcohol would be available for guests to purchase or consume. A bartender will not be on the premises.

CASH BAR

All alcoholic beverages would be available for guests to purchase on individual tabs. We accept cash and credit cards (except Discover). Client is responsible for \$75.00 fee per bartender.

CONSUMPTION BAR

Beer, wine and liquor to be purchased on one tab, paid for by the point-of-contact. Consumption bars are only available to parties of 50 guests or less. No exceptions.

BREAKFAST & BRUNCH MENUS

SERVED BEFORE 5PM

KENAN CONTINENTAL

\$9.99 Per Person

Plain Yogurt
with granola & fresh fruit preserves

Pastries or Muffins

Assorted Bagels
*with whipped butter
& cream cheese*

Whole Fruit

MOREHEAD BREAKFAST

\$14.99 Per Person

Fresh Fruit Salad

Scrambled Eggs

Local Pork Sausage

Crisp Smoked Bacon

Waffle Triangles
*with maple syrup, homemade
whipped cream & honey
roasted nuts*

Plain Yogurt
with granola & fresh fruit preserves

Local Organic Grits

OLD WELL BRUNCH

\$19.99 Per Person

Fresh Fruit Salad

Crispy Fried Potato Cakes

Fried Green Tomatoes
with herbed sour cream

Local Organic Grits

Local Pork Sausage

Crisp Smoked Bacon

Cheddar Scramble
*local eggs scrambled with a
blend of cheddar cheeses*

Chicken & Waffles
with blueberry wheat maple syrup

Fresh Baked Biscuits
*with whipped butter
& fresh fruit preserves*

BOTTOMLESS BRUNCH BAR

\$8.99 PER PERSON, PER HOUR

Classic Mimosas
champagne & orange juice

Old Well White Mimosas
TOPO Brewery's Belgian-style wheat beer, the Old Well White, with champagne and orange juice

Bloody Mary
TOPO Vodka and house-made bloody mary mix, served with pickled okra and roasted asparagus

LUNCH MENUS

SERVED BEFORE 5PM

COLUMBIA ST. BUFFET

\$18.99 PER PERSON

SOUP

CHOICE OF ONE

Creamy Tomato Basil

Carolina Crab Bisque

SALAD

CHOICE OF TWO

Fresh Spinach

with hot bacon vinaigrette

Caesar Salad

Goat Cheese Salad

field greens tossed in raspberry vinaigrette with pecans, golden raisins & local goat cheese

Caprese Pasta Salad

SANDWICHES

CHOICE OF THREE

Pit Smoked Ham & Cheddar

Roast Beef & Cheddar

Italian Combo

Roasted Turkey & Swiss

Chicken Salad

Caprese

vine ripe tomatoes, fresh mozzarella, basil-pesto aioli & balsamic drizzle

Roasted Vegetable Stack

SIDES

House-Fried Kettle Chips

Cookies & Brownies Platter

STADIUM DR. BUFFET

\$20.99 PER PERSON

APPETIZER PLATTER*

CHOICE OF ONE

Assorted Vegetables

Imported Cheeses

Fresh Fruit

**May Substitute for*

One Passed Appetizer

SALAD

CHOICE OF TWO

Fresh Spinach

with hot bacon vinaigrette

Caesar Salad

BLT Salad

Goat Cheese Salad

field greens tossed in raspberry vinaigrette with pecans, golden raisins & local goat cheese

Caprese Pasta Salad

ENTREES

CHOICE OF TWO

Shrimp & Grit Cakes

with rosemary-cashew cream sauce

Chicken Piccata

with capers and lemon-basil butter sauce

Penne Pasta Marinara

with roasted local vegetables

Pulled Pork

with house-made barbecue sauce

SIDES

Fresh Baked Rolls & Biscuits

Cookies & Brownies Platter

FRANKLIN ST. PLATED

\$22.99 PER PERSON

SALAD

CHOICE OF ONE

Fresh Greens

with balsamic vinaigrette

Classic Caesar Salad

ENTREES

CHOICE OF TWO INDIVIDUAL OPTIONS
(REQUIRES PLATE COUNTS) OR ONE DUAL PLATE

Penne Pasta Marinara

with roasted local vegetables

Grilled Chicken Breast

with fresh mozzarella, basil-lemon butter sauce, rice pilaf & seasonal vegetables

Prime Rib French Dip Sandwich

on garlic baguette with fresh-cut fries, creamy coleslaw and peppered horseradish creme

Buttermilk Fried Catfish

with shrimp & green tomato salsa and roasted vegetable rice pilaf

Carolina Pulled Pork Sandwich

with crispy fried onions, creamy coleslaw, fresh-cut fries and our Eastern Carolina BBQ sauce

Dual Plate

smoked beef brisket & cajun grilled salmon with lemon butter sauce, roasted potatoes & ratatouille

DESSERT

CHOICE OF ONE

Vanilla Mascarpone Cheesecake
with caramel and chocolate sauces

Chocolate Decadence

with raspberry sauce and chantilly whipped cream

BUTLER-PASSED APPETIZERS

\$9.99 PER PERSON (THREE ITEMS)

Classic Tomato Bruschetta

Fried Green Tomatoes
with herbed sour cream & caviar

Goat Cheese Pears
*with roasted pistachios
& dried cranberries*

Roasted Tomato Crostini
with herbed cream cheese

Baked Stuffed Mushrooms
with spicy spinach & artichoke

Bocconcini Skewers
*fresh mozzarella, tomatoes
& artichokes*

Shrimp, Zucchini & Corn Fritters
with remoulade

Pimento Cheese en Croute
crispy bacon & red pepper aioli

Smoked Salmon Cucumbers
with dill cream cheese

Tuna Tartare Wontons
with wasabi & thai chili

Nantucket Lobster Salad
in a phyllo cup

Gazpacho Shooters
tequila-lime poached shrimp & avocado crema

Miniature Crab Cakes
with chipotle remoulade

Bacon Wrapped Scallops
with sriracha aioli

Pork Bahn Mi Crostini
carrot, cucumber & daikon radish

Seared Tenderloin Phyllo Cups
with tomatoes & gorgonzola

Pit-Smoked Ham Biscuits
with fig jam and apricot preserves

Lamb Gyro Meatballs
with cucumber mint tzatziki

Beef or Chicken Satay Skewers
with spicy peanut sauce

Antipasto Skewers
imported meats & cheeses

Beef Wellington
with cabernet demi-glace

Carolina Empanadas
*pulled pork & pimento cheese in a puff pastry
with roasted red pepper aioli*

Prosciutto & Melon
with herbed local goat cheese

COCKTAIL RECEPTION BUFFET MENUS

20 GUESTS MINIMUM - NO EXCEPTIONS

DAVIE POPLAR

\$15.99 PER PERSON (FIVE ITEMS)

Platters

Vegetable, Cheese or Fruit

Roasted Tomato Crostini
with herbed cream cheese

Homemade Hummus
with pita chips & vegetables

Black Bean Dip & Salsa
with tricolored tortilla chips

Three Cheese Arancini
with tomato basil vodka sauce

Lizard Chips
*fried pickles & jalapeños
with chipotle remoulade*

Spinach & Artichoke Dip
*blended with jalapeños & spices,
served with tortilla chips*

Thumbs & Toes
with buffalo, BBQ & Thai-Chili

Philly-Style Mini Hoagies
beef, chicken or vegetable

Pit-Smoked Ham Biscuits
with fig jam and apricot preserves

Carolina Empanadas
*pulled pork & pimento cheese in a
puff pastry with roasted red
pepper aioli*

Cookies & Brownies Platter

OLD EAST

\$18.99 PER PERSON (SIX ITEMS)

Baked Stuffed Mushrooms
with spicy spinach & artichoke

Bocconcini Skewers
*fresh mozzarella, tomatoes
& artichokes*

Buttermilk Fried Zucchini
with Green Goddess Dressing

Southwestern Pinwheels
*with black beans, roasted corn,
sour cream and cheddar cheese*

Shrimp, Zucchini & Corn Fritters
with remoulade

Gulf Shrimp Cocktail

Fried Calamari
with lemon garlic sauce

Lamb Gyro Meatballs
with cucumber mint tzatziki

Beef or Chicken Satay Skewers
with spicy peanut sauce

Pretzel Crusted Chicken
with TOPO IPA Honey Mustard

Buffalo Chicken Rangoon
with chipotle blue cheese sauce

Pulled Pork Sliders
*with crispy fried onions
and creamy coleslaw*

Petit Fours Platter

ARBORETUM

\$28.99 PER PERSON (SEVEN ITEMS)

Caprese Platter
*fresh mozzarella, thick sliced
tomatoes, fresh basil & EVOO*

Antipasto Skewers
imported meats & cheeses

Veggie Spring Rolls
with sweet Thai chili

Artichoke Francese
with marsala sauce

Miniature Crab Cakes
with chipotle remoulade

Teriyaki Sautéed Shrimp
with sweet & spicy sauce over rice

Bacon Wrapped Scallops
with sriracha aioli

Oysters Rockefeller
*creamed spinach, pernod
& hollandaise*

Bacon Chicken Roulade
*with gouda, red peppers, basil
and tomato-basil vodka sauce*

Beef Wellington
with cabernet demi-glace

Carving Station
beef, lamb or pork loin

Goat Cheese & Apple Tarts

Desserts Platter

DINNER BUFFET MENUS

30 GUESTS MINIMUM - NO EXCEPTIONS

SOUTHERN SUPPER

\$38.99 PER PERSON

ENTREES

Old South Fried Chicken
with Just Bee Apiary/Carolina Reaper Hot Honey Sauce

Slow Roasted Pork BBQ
*with Eastern Carolina-style & Kansas City-style
barbecue sauces on the side*

Shrimp & Grit Cakes
with wild mushroom cream sauce

SALAD

CHOICE OF ONE

Fresh Greens Salad
with ranch, balsamic & raspberry vinaigrette

Classic Caesar Salad

ACCOMPANIMENTS

Fresh Baked Rolls & Biscuits

White Cheddar Macaroni & Cheese

Smoked Bacon & Brown Sugar Baked Beans

Roasted Seasonal Vegetables

Cole Slaw

DESSERTS

CHOICE OF TWO

Chocolate Decadence
with chantilly cream & fresh strawberry sauce

Vanilla Mascarpone Cheesecake
with chocolate & caramel sauces

Lemon Bars
with chantilly cream & fresh raspberry sauce

Homemade Banana Pudding
with vanilla wafers, rum sauce & chantilly cream

TAR HEEL DINNER

\$46.99 PER PERSON

ENTREES

Carving Station
beef, lamb or pork loin

Chicken Marsala
with a wild mushroom sauce

Roasted Salmon
with champagne tarragon creme

SALAD

CHOICE OF TWO

Fresh Greens Salad
with ranch, balsamic & raspberry vinaigrette

Spinach Salad
with hot bacon vinaigrette

Classic Caesar Salad

Goat Cheese Salad
*field greens tossed in raspberry vinaigrette with pecans,
golden raisins & local goat cheese*

ACCOMPANIMENTS

Fresh Baked Rolls & Biscuits

Green Bean Amandine

Rosemary & Garlic Roasted New Potatoes

Ginger Maple Glazed Baby Carrots

DESSERTS

CHOICE OF THREE

Chocolate Decadence
with chantilly cream & fresh strawberry sauce

Vanilla Mascarpone Cheesecake
with chocolate & caramel sauces

Lemon Bars
with chantilly cream & fresh raspberry sauce

Homemade Banana Pudding
with vanilla wafers, rum sauce & chantilly cream

PLATED DINNER MENUS

THE DOGWOOD

\$39.99 PER PERSON

SALAD CHOICE OF ONE

Fresh Greens Salad
with cucumbers, tomatoes & Old Well White vinaigrette

Classic Caesar Salad

ENTREES CHOICE OF TWO INDIVIDUAL OPTIONS OR ONE DUAL PLATE

Chatham County Free Bird
half herb-roasted local chicken with natural garlic-rosemary au jus, mashed potatoes & green beans

House-Smoked Beef Brisket
with gorgonzola butter sauce, horseradish whipped potatoes & green bean amandine

TOPO Whiskey & Coke Braised Beef Short Rib
with roasted vegetables & mashed potatoes

Grouper Amandine
with amaretto butter sauce, rice pilaf & roasted vegetables

Wild Mushroom Grit Cakes (Vegetarian)
crisp local organic grit cakes with sautéed portobello, shiitake & oyster mushrooms in rosemary-cashew cream sauce

DUAL PLATES

NY Strip au Poivre & Broiled Salmon
with roasted poblano pepper hollandaise, mashed red potatoes & seasonal vegetables

Slow Roasted Brisket & Broiled Grouper
crawfish hollandaise, cajun roasted potatoes and sherry braised collards

DESSERT CHOICE OF ONE

Chocolate Decadence
with chantilly cream & fresh raspberry sauce

Vanilla Mascarpone Cheesecake
with chocolate & caramel sauces

THE MAGNOLIA

\$48.99 PER PERSON

SALAD CHOICE OF ONE

Fresh Greens Salad
with cucumbers, tomatoes & Old Well White vinaigrette

Classic Caesar Salad

Goat Cheese Salad
field greens tossed in raspberry vinaigrette with pecans, golden raisins & local goat cheese

ENTREES CHOICE OF TWO INDIVIDUAL OPTIONS OR ONE DUAL PLATE

Herb Grilled Pork Chop
apple-onion cobbler, garlic butter green beans & carrots

Cole Creek Farms Chicken Breast
with smoked gouda, prosciutto & roasted red peppers with lemon basil butter sauce over garlic & oil linguine

Cajun Grilled Ribeye
with gorgonzola butter, potatoes au gratin & roasted seasonal vegetables

Horseradish Crusted Salmon
with lemon dijon buerre blanc & vegetable rice pilaf

Shrimp & Scallop Fettuccine
with artichokes, sun-dried tomatoes, scallions & parmesan in lemon butter sauce

“Scallop” Risotto (Vegetarian)
pan-seared king oyster mushrooms with creamy risotto & crispy rainbow chard

DUAL PLATES

Classic Surf & Turf
broiled filet mignon & lobster tail with roasted tomato béarnaise, truffle mashed potatoes & sautéed spinach

Filet Oscar-Style
topped with jumbo lump crab meat, asparagus and béarnaise sauce with truffle whipped potatoes

DESSERT CHOICE OF ONE

Mini Chocolate Bouche
with raspberry sauce & creme anglaise

Homemade Banana Pudding
with vanilla wafers, rum sauce & chantilly cream

Chocolate Grand Marnier Mousse

TOPO LIMITED MENUS

30 GUESTS OR LESS - NO EXCEPTIONS

LIMITED LUNCH MENU

\$19.99 PER PERSON

SALAD CHOICE OF ONE

Classic Caesar Salad

Fresh Greens & Gorgonzola
*with tomatoes, cucumbers and local gorgonzola
cheese with Old Well White vinaigrette*

ENTREES GUESTS CHOOSE DAY OF EVENT

Tar Heel Turkey Swiss
*sliced turkey breast, smoked bacon, Swiss cheese,
lettuce, tomato & dijonaise served on wheatberry bread
with kettle chips*

Arizona Chicken
*gemelli pasta, roasted chicken, black beans, roasted
corn & chipotle cream sauce with scallions, tomatoes
& white cheddar cheese*

Wild Mushroom Grit Cake
*crisp local organic grit cake & sautéed portobello,
shiitake & oyster mushrooms in rosemary cashew
cream sauce*

Thai Seared Tuna Sandwich
*seared rare sliced tuna, frizzled onions,
tomato-romaine-wasabi salad & sweet thai chili
sauce with beer battered fries*

ADD DESSERT COURSE - \$22.99 PER PERSON CHOICE OF ONE

Chef's Selection Seasonal Cheesecake
house-baked cheesecake & accompaniments

Tiramisu
*Kahlua & coffee soaked lady fingers layered with marsala
mascarpone creme and cocoa dust topped with
mascarpone whipped cream and coffee-chocolate
shortbread*

LIMITED DINNER MENU

\$35.99 PER PERSON

SALAD CHOICE OF ONE

Goat Cheese Salad
*field greens tossed in raspberry vinaigrette, garnished
with pecans, golden raisins & local goat cheese*

Fresh Greens & Gorgonzola
*with tomatoes, cucumbers and local gorgonzola
cheese with Old Well White vinaigrette*

Classic Caesar Salad

ENTREES GUESTS CHOOSE DAY OF EVENT

Wild Mushroom Grit Cakes
*crisp local organic grit cakes with sautéed portobello,
shiitake & oyster mushrooms in rosemary cashew
cream sauce*

Buttermilk Fried Chicken
*locally raised chicken breasts with mushroom cream
gravy, mashed potatoes, sautéed French green beans & a
buttermilk biscuit*

Thai Grilled Salmon
*grilled salmon filet with fresh spinach, frizzled onions,
tomatoes & honey roasted nuts drizzled with creamy
wasabi & sweet Thai chili sauces*

NY Strip Steak
*salt & pepper grilled hand-cut 12 oz. NY strip steak with
house-made worcestershire sauce, mashed potatoes
& sautéed French green beans*

DESSERT CHOICE OF ONE

Chef's Selection Seasonal Cheesecake
house-baked cheesecake & accompaniments

Tiramisu
*Kahlua & coffee soaked lady fingers layered with marsala
mascarpone creme and cocoa dust topped with
mascarpone whipped cream and coffee-chocolate
shortbread*

ADD-IT

APPETIZER OPTIONS

PLATTERS

\$3.00 PER PERSON

Fresh Fruit, Vegetable, Imported Cheese or Dessert

BACK BAR APPETIZER PACKAGE

\$150 FLAT RATE - SERVES 25

Buffalo, BBQ & Thai Chili Wings

Assorted Artisan Pizzas

Franklin Street Nachos

French Fries

Spicy Buffalo Chicken Dip

DESSERT OPTIONS

ICE CREAM SUNDAE BAR

\$6.00 PER PERSON

Vanilla & Chocolate Ice Cream, Roasted Nuts, Chocolate Sauce, Sprinkles, Berries, Whipped Cream & Cherries

DOUGHNUT SKEWERS

\$6.00 PER PERSON - 50 GUESTS OR LESS

Glazed, Powdered Sugar & Cinnamon Sugar Doughnut Holes with Seasonal Fruit

CHEESECAKE BAR

\$6.00 PER PERSON

Vanilla Mascarpone, Raspberry, Chocolate & Seasonal Mini Cheesecakes

DINNER STATIONS

CARVING STATION

\$5.00 PER PERSON

Beef, Lamb or Pork Loin

PASTA BAR

\$5.00 PER PERSON

Choice of Three Pastas and Sauces
penne, gemelli, angel hair, linguini, gluten free marinara, vodka, alfredo, pesto

LATE-NIGHT OPTIONS

SERVICE AVAILABLE UNTIL MIDNIGHT

NORTHERN SLIDER BAR

\$5.00 PER PERSON

Chicken, Beef & Vegetable Philly-Style Sliders

SOUTHERN SLIDER BAR

\$7.00 PER PERSON

Fried Chicken Biscuits with Just Bee Apiary/Carolina Reaper Hot Honey Sauce, Pit-Smoked Ham Biscuits with Fig Jam & Apricot Preserves, Pulled Pork Sliders with Crispy Fried Onions & Creamy Coleslaw

PIZZA BAR

\$5.00 PER PERSON

Assorted Artisan Pizzas

FRY BAR

\$7.00 PER PERSON

Kettle Chips, Fresh Cut Fries, Tater Tots, Sweet Potato Fries, Pico de Gallo, Balsamic Ketchup, Ranch, Cheese Sauce, Jalapeños, Baja Ranch, Chipotle Remoulade, Guacamole, Sour Cream

BUILD-YOUR-OWN BURRITO BAR

\$9.00 PER PERSON

Flour Tortillas, Bowls, Beef and Chicken, Cheddar Cheese, Rice and Black Beans, Pico de Gallo, Guacamole, Sour Cream, Jalapeños & Tortilla Chips

YOUNG ADULT MENUS

AVAILABLE FOR GUESTS AGE 16 AND UNDER

DINNER BUFFETS

THE DIXIE \$16.99 PER PERSON

Assorted Pizza
Thumbs and Toes
*buffalo, Thai chili
and barbecue sauce*
French Fries
Celery & Carrot Shooters
with ranch dressing
Root Beer Floats

THE SCOUT \$18.99 PER PERSON

Mac n' Cheese
Grilled Chicken Skewers
Mini Burger Sliders
with condiments
Fresh Green Salad
with ranch & balsamic
Chocolate Fondue
*with berries, pound cake
& marshmallows*

THE DEBUTANTE \$20.99 PER PERSON

Pasta Bar
*choice of three pasta
& sauce combinations*
Chicken Parmesan Skewers
Sliced Beef
Green Beans
Caesar Salad
Ice Cream Sundae Bar
*vanilla & chocolate ice cream,
roasted nuts, chocolate sauce,
sprinkles, berries, whipped cream
& cherries*

ADD-IT

PASSED APPETIZERS \$3.99 PER PERSON (CHOICE OF ONE)

Mini Hot Dog Sliders
Veggie & Hummus Shooters
Fried Mac N' Cheese Bites
Mini Capreses

MOCKTAILS FREE OF CHARGE

Cranberry Cooler
Cranberry, Fresh Limes & Club Soda
Flamingo
Cranberry, Pineapple, Lemon & Club Soda
Sunshine Splash
Pineapple, Orange Juice, Lemon, Grenadine & Sprite
Shirley Temples
Arnold Palmers
Roy Rogers

PARTY PLANNING PACKAGE \$325 FLAT RATE

Our in-house party planning service includes:

- Up to 3 Planning Meetings
- Detailed Event Timeline
- Vendor Coordination & Contract Review
- Audio/Visual Coordination
- Floor Plan Design and Execution
- All Pre-Prepared Decor Set-Up and Breakdown
- Customizable Paper Goods & Chalkboards
*includes buffet cards, table menu, bar menus,
a directional sidewalk A-frame board, etc.*

Unless the Great Room Party Planning package has been purchased, the above-listed services, including coordination of multiple vendors on the day of the event, timeline of the event and/or any details of the event unrelated to the standard service of food, beverage and facility management WILL NOT BE the responsibility of your on-site Event Coordinator.

GREAT ROOM WEDDINGS

WEDDING TIMES & LIMITATIONS

CEREMONY, COCKTAIL HOUR, RECEPTION - OH MY!

The Great Room at Top of the Hill would be happy to host your next all-inclusive wedding ceremony and reception!

Due to the nature of our space, we require a cocktail hour to be purchased in conjunction with all ceremony-to-reception bookings. There is a \$750.00 fee to book a ceremony in the Great Room, which also includes your complimentary cocktail hour. Guests can enjoy games, chalk walls, TV's and craft beer in the Back Bar at Top of the Hill (located directly down the hall from the private event space), while our event staff transforms your ceremony into the reception of your dreams.

Friday and Saturday night wedding ceremonies and receptions are held to a limited time frame, in order to ensure Back Bar for your cocktail hour, regardless of the Chapel Hill sports schedule (Go Heels!). All ceremonies and receptions will be booked under the following timeline, **no exceptions**, with the option to add on additional reception hours as needed:

4PM - 5PM Ceremony in the Great Room
5PM - 6PM Private Cocktail Hour in Back Bar
6PM - 10PM Reception in the Great Room Complex

CEREMONY ONLY

Our event spaces are available for any type of event, including ceremony only. Please keep in mind all events are held to minimums on Friday and Saturday nights if the event end time is after 2PM, regardless of the length of event or event type. Ceremony-only events are also required to have a certified on-site coordinator, or to purchase our in-house ceremony coordination services.

RECEPTION ONLY

Weekend morning wedding receptions in the Great Room Complex may be held in any 3- or 4-hour timeframe, from 10:00AM - 2:00PM. All morning events must end no later than 2:00PM, or else the event will be held to our weekend night minimum.

Weekend night wedding receptions in the Great Room Complex may be held in any 4-, 5- or 6-hour timeframe from 6:00PM-12:00AM. Our standard rental time for a reception is 4 hours.

WEDDING COORDINATION

IN-HOUSE, DAY-OF COORDINATION SERVICES

We do require purchase of our in-house wedding coordination package for any wedding ceremony and/or reception. The fee for our wedding coordination service is \$650.00. For ceremonies only, the fee is \$325.00. This service includes:

- 1 On-Site Coordinator for Ceremony Rehearsal
- Up to 3 Planning Meetings
- Ceremony and/or Reception Timeline
- Vendor Coordination and Contract Review
- Floor Plan Design and Execution
- All Pre-Prepared Decor Set-Up and Breakdown
- Customizable Paper Goods & Chalkboards
includes buffet cards, table menus, bar menus, a directional sidewalk A-frame board, etc.

PLANNING EXPECTATIONS

Every couple is different, but we are ready to start planning whenever you are! Traditionally, your initial planning meeting takes place 8-10 months prior to your event, and the final meeting within 1 month of your event. Please reach out to the event office when you are ready to begin the planning process, and we would be happy to schedule your first planning meeting.

TASTINGS

All couples are invited to join us for one of our quarterly tastings to sample the food and drinks from our catering and beverage packages. We do not offer individual tastings. Please reach out to the event office for further information.

RAIN PLAN OPTION

We do offer a ceremony rain plan option for clients who have booked a reception with us and a ceremony elsewhere. We require a \$250 non-refundable deposit to hold the space for the ceremony timeframe, as well as a \$500 additional fee if the space is indeed used for your ceremony. The rain plan option must be added on to your wedding contract at least two weeks prior to the wedding date, and we do not guarantee availability until the rain plan option is purchased. Clients must provide at least 48 hours notice to the Events Office if the ceremony will take place at the Great Room.

DISTILLERY EVENTS

ABOUT THE DISTILLERY

The Top of the Hill Distillery, located mere blocks away from Top of the Hill on West Franklin Street, is a perfect place for your next cocktail function! As the only fully local and USDA certified organic distillery in the South, our vodka, gin, and whiskeys are world-class, award-winning selections that celebrate making great spirits from the finest ingredients available right here in our home state. We can host up to 50 people at our Distillery location, providing Distillery tours, specialty cocktails and more!

The Top of the Hill Distillery has limited catering capabilities, and all events at the Distillery must be booked through the Great Room office (919-929-8676) in order to ensure the very best event experience. The costs associated with booking a Distillery event are listed below.

BOOKING THE DISTILLERY

TOUR & TASTING PACKAGE

\$20.00 PER PERSON

Tour of TOPO Distillery with our Spirit Guide

Samples of TOPO Spirits and Comparative Liquors

If your group is interested in a tour & tasting package only, your group will not be subject to a room rental fee. Purchase of any catering or beverage package requires a room rental fee.

DISTILLERY RENTAL FEE

\$750.00

Private Use of Distillery for 2 Hours

Parking for Guests

Lounge Area

Seating Around Bar

BAR PACKAGE

\$20.00 PER PERSON

1 TOPO Brewery Beer on Tap

1 Red Wine

1 White Wine

2 TOPO Seasonal Cocktails

NON-ALCOHOLIC BEVERAGES

\$2.00 PER PERSON

Coke, Diet Coke & Sprite

Non-alcoholic beverages beyond water will not be made available without purchase of this package.

COCKTAIL MENU PACKAGE

\$11.99 PER PERSON (THREE ITEMS)

Vegetable Platter

Assorted Cheese Platter

Fresh Fruit Platter

Homemade Hummus & Pita Chips

Homemade Kettle Chips & Onion Dip

Black Bean Dip & Salsa with Tortilla Chips

Classic Tomato Bruschetta

Tuna Tartare Wontons

Seared Tenderloin Phyllo Cups

Curry Chicken Phyllo Cups

Cookies, Brownies & Treats Platter

Cold Sandwich Platter (+\$1.00/person)

Caprese Platter (+\$1.00/person)

Antipasto Platter (+\$2.00/person)

Carved Beef Sliders (+\$2.00/person)

Catering at the Distillery is limited, and allows for little flexibility with the menu options offered.

If special dietary needs must be met, or if heavier food is needed, consider booking a Distillery cocktail hour in conjunction with a Great Room event.

Please speak to your event manager with any questions.

PREFERRED VENDORS

PROFESSIONAL VENDORS MAY BE BOOKED OUTSIDE OF THIS LIST

BAKERIES

Ashley Cakes
www.ashleycakes.com

Cinda's Creative Cakes
www.cindascreativecakes.com

Simply Cakes
www.simplycakesnc.com

DJ'S

All Events DJ
www.alleventsdfsnc.com

Complete Events
www.cmcarolina.com

DJ Rang
www.djrang.com

DJ Vox
www.voxdjcompany.com

Gene's Mobile Services
www.generaffel.com

McSound Productions
www.mcsoundproductions.com

Stylus SE
www.stylusweddings.com

FLORISTS

Bluebird Meadows
www.bluebirdmeadows.net

Meristem Floral
www.meristemfloral.com

Tre Bella
www.trebellaflorist.com

University Florist
www.universityflorist.com

Victoria Park Florist
www.victoriaparkflorist.net

Watered Garden Florist
www.wateredgardenflorist.com

Wild Scallions Farm
www.wildscallionsfarm.com

HOTELS

Aloft Hotel Chapel Hill
www.aloftchapelhill.com

Franklin Hotel
www.franklinhotelinc.com

Residence Inn Chapel Hill
www.marriott.com

Siena Hotel
www.sienahotel.com

LIVE MUSIC

Big Fat Gap
www.bigfatgap.org

East Coast Entertainment
www.eastcoastentertainment.com

Save the Date Music
www.savethedatemusic.com

UNC Clef Hangers
www.clefhangers.com

OFFICIANTS

Barbara Lodge
www.ncweddingminister.com

Kayelily Middleton
www.aweddingminister.com

Perry Hardison
www.perryhardisonweddings.com

PHOTO BOOTHS

DJ Rang - Photo Booth
www.djrang.com

Shutterbooth NC
www.shutterbooth.com

ZimZoom Photo Booth
www.zimzoomphotobooth.com

PHOTOGRAPHERS

A.J Dunlap
www.ajdunlap.com

Anna Routh
www.annarouthphoto.com

Jessica Arden
www.jessica-arden.com

Katherine Miles Jones
www.katherinemilesjones.com

Martha Manning
www.marthamanning.com

Mikkel Paige
www.mikkelpaige.com

Robin Lin
www.robinlin.com

RENTALS

American Party Rentals
www.americanpartyrentals.com

CE Rentals
www.cerental.com

Greenhouse Picker Sisters
www.greenhousepickersisters.com

HobNob Occasions
www.hobnoboccasions.com

Party Reflections
www.partyreflections.com

Party Tables
www.partytables.com

Themeworks
www.themeworkscreative.com

ADDITIONAL

Action Piano Rentals
www.actionpianosales.com

Balloons & Tunes
www.balloonsandtunes.com

Get Lit Special Event Lighting
www.getlitspecialeventlighting.com

Party Aces Casino Company
www.partyaces.com

TERMS & CONDITIONS

I. ROOM RENTAL

Each event room in the Great Room complex and the Back Bar carries room rental fees based on the day, hour and length of rental. These fees cover components listed in our General Information. Should the client choose to supply any of these items from outside vendors, the room rental fee will not decrease. Room rental fees in full are required as a deposit for any event where food is not served in our event space. There is no tax or service charge applied to room rental fees.

2. OVERLAPPING EVENTS

Our space is made up of three congruent, yet divisible, rooms. Please note that dependent upon the number of rooms rented for a particular event, the possibility exists that there will be multiple events occurring simultaneously. All three event rooms are adjacent to each other and the rooms share one bar, restrooms, and the lobby area. If you need to ensure privacy for your event, speak with our Event Office about your options.

3. ROOM ASSIGNMENT

After receipt of deposit, the ability to change or add rooms is based on availability and client may incur additional fees. Event rooms must be vacated promptly on schedule and according to rental agreement or the client may be subject to additional fees. If guests remain in the event space longer than 30 minutes after the contracted end time, additional fees will apply to the booking client. If more than 50% of guests enter the space 30 minutes or more prior to the contracted start time, additional fees will apply to the booking client.

4. CATERING

All food items served in the Great Room facility must be supplied, prepared, and served by our event kitchen. We do not allow guests to purchase menu packages for less than the actual number of guests expected. Under no circumstances are extra meals for guests that have not attended an event provided to the client for removal from the Great Room. The Great Room is only responsible for providing meals for guests on the premises. The only food permitted to be brought into the event space is dessert. No catering food may be removed from the event premises.

5. FINAL MENU CHOICES

All menus must be determined in full fourteen (14) days in advance of the event. Any menu left undetermined by this time may be subject to change based on import availability. If the booking menu is a plated meal, the Great Room office requires plate counts seven (7) days prior to the event date (see #8 Guaranteed Guest Count).

6. DIETARY REQUEST POLICY

We are happy to accommodate special dietary requests when possible. Specific menu requests (gluten allergy, vegan/vegetarian options, etc) must be made fourteen (14) days in advance of the event.

7. KIDS MENUS

We provide complimentary chicken tenders and cheese pizza for up to ten (10) children under twelve (12) years of age. If a client would prefer that children eat from the dinner package provided to all guests, the client will be charged 50% of the purchased catering package per child.

8. GUARANTEED GUEST COUNT

A guaranteed minimum headcount must be confirmed seven (7) days prior to the event. Plate counts per course are also due to the Great Room office seven (7) days prior to the event. Giving the event office a final headcount is the responsibility of the client, and if the final headcount is not turned in to the event office seven (7) days prior to an event, the Great Room reserves the right to charge said client for their full estimated guest count. We do not guarantee identical service or menu options for any additional guests added after the seven (7) day deadline. Any meal provided for additional guests may be subject to a surcharge on the menu price.

9. BAR PACKAGES

The only exemptions to per person inclusion in our alcohol package system are guests who are under twenty-one (21) years of age. Should guests of legal drinking age arrive prior to a scheduled event start time and begin consuming alcohol on an hourly alcohol package, the booking client will be charged for additional time in increments of thirty (30) minutes. In addition, the Great Room and its staff reserve the right to refuse service to any patron considered to be overly intoxicated. Cash Bar Packages are subject to a \$75.00 per bartender fee.

10. ALCOHOL CONSUMPTION

Top of the Hill Restaurant and Brewery, as a licensee, is responsible for the administration of the sale and service of all alcoholic beverages in accordance with the North Carolina State Legislative Commission's regulations. The Great Room Complex strictly enforces all North Carolina beverage laws. Please note that state laws prohibit the service of alcohol before 12PM on Sundays. Alcoholic beverages purchased offsite are strictly prohibited at Top of the Hill Restaurant and Brewery and its affiliated facilities. Underage drinking or the consumption of alcohol purchased offsite will result in immediate event termination and ejection from the premises.

II. SERVICE CHARGES & STATE TAX

North Carolina State sales tax is currently 7.50% and is applied to the food cost of an event. The Great Room complex's service charge is 20% and is applied to both the food and beverage charges of an event. The tax amount is subject to change, per North Carolina state tax regulations. Clients using the University Direct Billing system will not be subject to state tax. Room rental fees are not subject to state tax or gratuity.

12. WEDDINGS

The Great Room office requires that all clients purchase our in-house wedding coordination service for any wedding ceremony and/or reception event. The Event Office's Wedding Coordinator package will not provide services beyond what is explicitly listed within the Great Room brochure as of 1/1/2017.

13. CEREMONY FEES

Due to the nature of our space, we require a cocktail hour to be purchased in conjunction with all ceremony-to-reception bookings. There is a \$750.00 fee to book a ceremony hour (required 30 minute guest arrival time, plus 30 minute ceremony time) in the Great Room, which also includes a complimentary cocktail hour in Back Bar. If a client should wish to host a ceremony only in our space, they will be required to purchase our in-house coordination package at a 50% discount. Please speak with the Great Room office for details.

14. REHEARSAL FEES

In conjunction with the booking of a wedding ceremony, the Great Room will guarantee a free 1-hour rehearsal before a client's event date. The day and time is based on the Great Room event schedule, and is not guaranteed until 2 weeks prior. Should a client want to book a specific 1-hour rehearsal time, the client will incur an additional fee depending on the time of day. Should a client request their rehearsal time occur after 5:00PM, they will be held to the minimums in place by the event staff that evening. Please note that Friday and Sunday wedding ceremonies are not guaranteed a rehearsal the day before their event date, and may have to schedule a rehearsal two or more days earlier.

15. TASTINGS

The Great Room offers quarterly tastings for wedding clients who have purchased dinner buffet or plated dinner packages only. Tastings are hosted in a group setting for these wedding clients. We will offer a sampling of dinner menu items from our brochure at each tasting. We do not guarantee that all menu items will be provided at the tasting. Admission to the tasting is complimentary for up to four (4) guests once a contract has been signed and a deposit has been paid. For any prospective wedding clients, tickets to the group tasting may be purchased for \$25.00. This cost will be reimbursed to your contract once a deposit has been paid with purchase of a dinner buffet or plated dinner package. We do not offer individual tastings.

16. MINIMUMS

The event space functions on all-inclusive minimums for all Fridays and Saturdays, as well as Thursdays in high-demand months. The minimum varies and is determined by the Great Room staff prior to bookings, based on the month and timing of the event. Minimums can be met through the following fees: food & beverage packages, room rental fee, tax, gratuity & any additional fees (cake cutting, wedding coordinator, etc.). When an event is booked with a minimum, the client is responsible for meeting that minimum with their final payment, regardless of drop in headcount, change in menu, etc.

17. SOFT HOLD

A client may be extended the option of placing a "soft hold" on the date they are interested in, without a deposit being required. This hold does not guarantee the client their event date, nor does it confirm their event. A soft hold entitles the client to the first right of refusal, should another client express interest in the same date. Once a secondary client expresses interest, the client with the soft hold will be offered 48 hours to release the event date or move forward with their booking with a signed contract and 30% non-refundable deposit. If a client has a soft hold on an event date, and does not respond to the event office's attempts to give them first right of refusal, the Great Room reserves the right to release the date after 48 hours.

18. PROPOSALS

Upon receipt of the client's preferences regarding event date and time, desired rooms, estimated guest count, preferred catering menu and preferred bar setup, The Great Room office will craft an event proposal for the client's chosen date(s). Receiving a proposal does not confirm your event booking. Included with the proposal will be a signature confirmation page and a credit card authorization form that must be returned to the Great Room office in order to confirm your booking.

19. DEPOSITS

A non-refundable/non-transferable deposit equal to 30% of the projected estimated total event cost will be due within seven (7) business days of receipt of proposal unless otherwise arranged with the Great Room office. Events paying through the UNC Billing system do not require a deposit to secure a booking. We accept deposits in the form of cash, personal or cashier's check or credit card (American Express, MasterCard, or Visa. Discover is not accepted). The Great Room at Top of the Hill reserves the right to cancel any reservations that have not met these deposit requirements. Receipt of your event deposit, with a signed contract, confirms your acceptance of all Terms and Conditions and confirms the event's date, time and rooms rented.

20. CONFIRMING A BOOKING

All bookings are considered confirmed only after the event proposal with client signature is returned and all relevant deposits are paid to the Great Room office. We request that clients remit payment for all necessary deposits no later than seven (7) business days after receipt of proposal. Groups paying through the UNC Billing system will not be held to a deposit, but will need to provide a signed contract and their department's accounting information to confirm their event. Once an event is confirmed, all catering and beverage packages may be adjusted. Moving an event time after an event is confirmed is dependent upon the availability of the event space and is not guaranteed.

21. FINAL PAYMENT

The final method of payment must be confirmed with The Event Office seven (7) days prior to the event date. The Event Office also requires that the client provide a valid credit card number when the reservation is confirmed that will be used only if payment is not received or in the event of a cancellation. This information will be destroyed after all payments have been received and the event has been closed in full. Any outstanding financial obligations (bar tabs, additional food, etc.) must be met by the close of the event.

22. INVOICES & UNC BILLING

Any client who, because of corporate or government invoice policies or payment through the UNC Billing system, cannot provide same day payment, has thirty (30) days from the close of the event to settle their account or a late charge equal to five (5) percent of the unpaid amount per month will be assessed and accrued. The Event Office must be notified prior to the date of the event of plans to pay later.

23. LATE FEE POLICY

Final payment is considered late thirty (30) business days after the event date. If payment is not received after thirty (30) days, the client will be subject to a 5% late fee per month. This percentage increase is applied to the balance due only.

24. CANCELLATIONS

In the event of a cancellation prior to seven (7) days before the event, the client may not be refunded any deposits paid. If the cancellation is made within seven (7) days of the event date, the client will be financially responsible for 100% of the remaining balance due.

25. UNC DEPARTMENT BOOKINGS & CANCELLATIONS

Clients wishing to pay by University Direct Billing will not be subject to a deposit fee, but must give The Event Office all accountant contact information at the time of booking. Should a given department cancel after signing the confirmation paperwork for an event, Top of the Hill Restaurant and Brewery, and its affiliated facilities, will hold the department responsible for the room rental fee in full. Should a given department cancel within seven (7) days of the event, Top of the Hill Restaurant and Brewery, and its affiliated facilities, reserves the right to bill the given department for up to 75% of the estimated event total cost.

26. EVENT MANAGER

Prior to your event, you will be contacted by the Event Manager assigned to your event. At this time, all details and plans put in place during meetings with the Event Office will be reviewed, discussed and finalized. Please note that if you have questions or concerns at any time between confirmation of your booking and the event date, you are always welcome to call the Event Office and speak with any member of our team.

27. AUDIO/VISUAL REQUIREMENTS

Top of the Hill requires that all audio/visual needs be submitted and discussed in full with your Event Manager seven (7) days prior to the start of the event. All DVD slideshows, videos or computer presentations of any kind (i.e. PowerPoint slideshows, etc) must be tested prior to the start of the event. The Great Room facility is not responsible for guaranteeing a client that their audio/visual needs will be met. Please note that we do not have audio/visual technicians on site. While your Event Manager can assist with the use of our A/V equipment, we cannot assist with technical issues beyond the basic operations of our system.

28. EVENT SET-UP

The Great Room at Top of the Hill is not responsible for any and all set-up or breakdown of items brought from outside the event facility. Should an event require extra set-up assistance by the Great Room staff, the client will be subject to additional fees. This does not apply to those guests who have purchased the in-house coordination or party planning packages.

29. DISPLAYS, EXHIBITS & DECORATIONS

All displays, exhibits and decorations must conform to Chapel Hill city code and fire ordinance rules. Top of the Hill Restaurant and Brewery and its affiliated facilities will not permit the affixing of anything to walls, floors or ceilings of rooms with nails, staples, tape or any other substance unless prior permission is given by a member of the Event Office. Any damage caused by event attendees will be the responsibility of the client. Due to fire codes, taper candles are not allowed. Use of glitter, confetti, bubbles, dry ice or smoke/fog machines is strictly prohibited.

30. ACCESSING THE SPACE & STORAGE

The Great Room does not guarantee access to the space to load-in items and/or decorate until one (1) hour prior to event time. The Great Room does not guarantee a complete room set-up until fifteen (15) minutes prior to contracted event start time. The Great Room also does not guarantee the storage of items prior to or post-event. Should a client leave their items in the event space more than 24 hours after their contracted event end time, the Great Room will dispose of any and all items. The Great Room does not guarantee the security of any items left in storage.

31. OUTSIDE VENDORS

The Great Room is happy to work with outside vendors of your choice, however all arrival and load-in timelines must be confirmed with The Event Office seven (7) days prior to the event date. Due to our location in downtown Chapel Hill, Top of the Hill offers extremely limited loading and unloading capabilities. The Great Room will only guarantee access to the space for vendor set-up one (1) hour before a client's contracted event start time. The Great Room, The Back Bar and Top of the Hill Restaurant and Brewery are not responsible for providing parking for outside vendors.

32. PARKING

The Great Room at Top of the Hill provides complimentary validation parking to all Great Room guests at two parking lots owned and managed by the Town of Chapel Hill. Guests may park at any available space in the Rosemary/Columbia Lot (100 E. Rosemary St.) or Wallace Parking Deck (150 E. Rosemary St.), Monday through Saturday, at any time. Guests will be responsible for bringing their parking ticket to the event space in order to ensure proper validation, allowing the service to be free of charge to the guest. The Great Room does not provide parking validation on home sporting event days or Sundays.

33. LIABILITY

The Great Room at Top of the Hill reserves the right to inspect and control all private functions. Liability for damage to the premises will be charged to the representative making function arrangements. Extra fees will be charged at the discretion of the establishment if more than standard cleanup is required at the close of the event. The establishment does not assume responsibility for personal property or equipment brought into the establishment or the damage or loss of any personal items left unattended or overnight in rooms, hallways or closets.

34. FORCE MAJEURE

No party shall be liable for any failure to perform its obligations where such failure is as a result of Acts of Nature (including fire, flood, earthquake, storm, hurricane, or other natural disaster), terrorist activities, blockage, embargo, labor dispute, strike, lockout, or interruption or failure of electricity. Any party asserting Force Majeure as an excuse shall have the burden of providing reasonable steps were taken to minimize delay or damages caused by foreseeable events, that all non-excused obligations were substantially fulfilled, and that the other Party was notified in a timely manner of the likelihood or actual occurrence which would justify such an assertion, so that other prudent precautions could be contemplated.