



2023 Reception Menu & Pricing

Looking for a unique holiday venue to host your get-together? Treat your guests to the charm of an indoor alpine-style space at the Christkindlmarket Chicago!

New this year, you can choose between two unique heated venues: the alpine-style Timber Tent or the cozy wooden Timber Haus. For up to 100 guests, you can select a full or half indoor rental space and enjoy various delicious German foods and beverages selected from the prefixed or a la carte menu.

Don't miss out on this opportunity to create unforgettable memories for your guests!

Limited availability, book your preferred date and time now!

How to Book Your Reception

To book a reception, please visit our website!

- 1) Review this **Menu** and information booklet.
- 2) Visit the Christkindlmarket website, go to “Special Events” and choose “Receptions” from the drop-down menu.
- 3) Request a **Quote** by completing the online form. **Fill out your:**
Name • Email • Phone • Party Size • Preferred Location(s) •
Preferred Date(s) • Preferred Time(s) • Food and Beverage Order
- 4) Submit your quote request form to allow our team to contact you, receive a quote, and finalize the booking process.
- 5) Confirm your reception reservation by making the **full** initial payment upon receiving an invoice from our team.
- 6) Finalize your orders at least **72-hours prior** to the event date to confirm your guest count, food, and beverage orders. Any alterations made within this timeframe will be refunded for the difference, while additional orders will be charged on-site via credit card after the reception.
- 7) Enjoy and immerse yourself in the magic of your holiday gathering at the Christkindlmarket Chicago!



Quote Request Form

To request a quote, provide us with your preferred:

- **Date:** Receptions are offered Monday to Wednesday during the market season (November 17 to December 24).
- **Time:** Receptions are offered in 3-hour time slots:
 - 11 AM to 2 PM *or* 5 PM to 8 PM.
- **Location:** Select from two indoor spaces:
 - the festive alpine-themed Timber Tent
 - the cozy wooden alpine Timber Haus
- **Guest Count:** Share your guest count to decide the venue size:
 - Half Timber Tent (\$2,500): 50 guests maximum
 - Full Timber Tent (\$5,000): 100 guests maximum
 - Full Timber Haus (\$5,600): 100 guests maximum
- **Food Options:** Decide if you would like to add any food to your event from the prefix packages or a la carte menus, seen on the following pages.
- **Beverages Options:** Decide which beverage option you would like.
 - Cash Bar (default)
 - Pre-paid alcoholic drink coupons (redeemed at the bar)
 - Pre-ordered non-alcoholic beverages from à la carte menu
 - Open bar (only bookable with a full rental)

Venue Options

— Timber Tent —



Get ready to be swept off your feet with the ultimate winter wonderland experience! Cozy up inside the Timber Tent, decked out in festive decor and an alpine-style interior, tucked away within the Christkindlmarket Chicago. And the best part, it's steps away from the north VIP entrance, so you can quickly slip away into your own private, magical world. Whether you're looking for a half or full tent rental, you can make your snowy dreams come true from Mondays to Wednesdays.

— Timber Haus —



Gather in the heart of the Christkindlmarket Chicago at the enchanting Grand Timber Haus! This alpine wooden cabin offers a unique holiday charm with picturesque views of sparkling lights, candy-cane-striped huts, and the aroma of warm spiced wine; its warm, inviting atmosphere and charming windows allow you to enjoy the festive ambiance while ensuring your privacy. The Timber Haus can be exclusively rented as a whole private event space from Mondays to Wednesdays, offering a perfect chance to create unforgettable holiday memories.

Buffet Packages

Select from our specially curated reception packages below. The price per person includes an assortment of food portioned based on guest count.

Prosit!

\$50 Per Person

Stuffed Pretzel • Bratwurst and Bun • (2) Alcoholic Beverage Coupons* • Soda • Water • Souvenir Mug

German Delight

\$67 Per Person

Plain Pretzel • Bratwurst and Bun • Potato Pancakes • Sauerkraut • Assorted Sweets • Soda • Water • (2) Alcoholic beverage coupons* • Souvenir mug

Taste of Germany

\$75 Per Person

Plain Pretzel • Bratwurst and Bun • Pork Schnitzel • Potato Pancakes • Sauerkraut • Assorted Sweets • (2) Alcoholic beverage coupons* • Soda • Water • Souvenir mug

**Redeemable for Beer, Glühwein (in a souvenir mug only), or White Wine*

Thank you to our sponsors:



À La Carte Menu

Mains

Bratwurst with Bun	\$9.00
Leberkäse with Bun	\$9.00
Currywurst with Sauce and Bun	\$10.00
Goulash Soup	\$10.50
Nuernberger with Bun (<i>2 per serving</i>)	\$10.50
Hungarian Bratwurst (<i>Spicy, Gyulai</i>)	\$11.00
Kilometer (<i>Spicy</i>)	\$11.00
Potato Pancakes (<i>with applesauce and sour cream, 3 per serving</i>)	\$12.00
Frankfurter (<i>2 per serving</i>)	\$12.00
Pierogi (<i>meat, sauerkraut, potato, sweet with vanilla sauce</i>)	\$12.00
Potato Pancakes with Smoked Salmon (<i>3 per serving</i>)	\$13.00
Pork Schnitzel	\$13.00
Chicken Schnitzel	\$14.00
Döner Kebab Wrap (<i>Vegan or Chicken, full wrap cut in halves</i>)	\$15.00
Tomato Cucumber Salad (<i>serves 15 to 20</i>)	\$40.00

Sides

Sauerkraut (plate)	\$4.00
Potato Salad	\$5.00
Plain Pretzel	\$5.50
Stuffed Pretzel (<i>variety of stuffing flavors</i>)	\$6.50

Desserts

Holiday Cookie	\$3.75
Stollen (<i>1 per serving</i>)	\$6.25
Assorted Sweets (<i>serves 10-15 people</i>)	\$30.00

À La Carte Menu

Beverages

Tea	\$2.00
Hot Chocolate	\$2.50
Bottled Water	\$2.50
Hot Coffee	\$2.50
Soda	\$2.50
Polar Seltzer (<i>variety of flavors</i>)	\$2.50
10 oz. White Wine	\$12.00
2023 Glühwein Souvenir Mug (<i>beverage not included</i>)	\$5.00
Glühwein Refill*	\$11.00
16 oz. Imported German Beer	\$12.00
20 oz. Beer Stein (<i>beverage not included</i>)	\$20.00
20 oz. Imported German Beer Refill*	\$15.00
20 oz. Imported German Beer with Beer Stein	\$25.00

*Refills only apply if you have purchased a mug or stein

Beverage Options

Alcoholic Drink Coupons

Please note that the default is a cashbar.

Additional Beer, White Wine, and Glühwein Refill (only available with purchase of souvenir mug) coupons can be purchased and distributed to guests by the host. Each coupon is a single serving based on the à la carte menu price.

Non-Alcoholic Beverages

Order in advance and we will add them to the buffet setup. Each coupon is a single serving based on the à la carte menu price.

3-Hour Open Bar Package (Only available with full rental)

Mondays - Wednesdays: Add \$56 Per Person

Thank you to our sponsors:





Terms and Conditions

Reception Details:

- Receptions are three hours long and can only be held on **weekdays (Mondays through Wednesdays)** between **11am and 2pm** or from **5pm until 8pm**. Please note that we are not able to extend the time of the event before or after operating hours of the market.
- A **half tent rental** is possible only in the Timber Tent for parties of up to 50 guests. The back half of the tent will be sectioned off for you and your guests to use exclusively as the front half of the tent will still be accessible to the public. A **full tent rental** is available in the Timber Tent and Timber Haus for parties up to 100 guests and will be closed off to the public to create an entirely exclusive event space. It will be determined by GAE, LLC, **the organizer**, if a full tent will be needed to accommodate the number of guests.
- The setup of the space can be customized to fit your event needs based on the availability of furnishings and space. High boy standing tables as well as German style beer bench and table sets (seats 8 guests ea.) are available and can be arranged as requested and as space allows. A mix of standing and seated table sets will be provided unless otherwise specified.
- Festive holiday décor, centerpieces, table linens, and a coat rack will be provided by the organizer, GAE, LLC. The individual or group booking the reception, **the host**, is welcome to bring their own decorations or furnishings if it is approved in writing (standard mail or email) by the organizer prior to the event date. Please note that there will not be a credit issued for any alternative or additional décor or furnishing as the rental price is a fixed rate.
- All reservations are provisional until 100% of the invoice is received in full. Receptions must be paid in advance through the online invoice link using a credit card. Visa, MasterCard, or Discover cards are accepted and a 3.5% convenience fee will be applied to each credit card transaction. Payments via ACH are also accepted.
- Organizer will provide reception host with wristbands at check-in to hand out to guests. All event guests must wear wristbands. This will allow reception guests to enter and exit the reserved area after checking-in and to help you and event security identify your VIP guests for tent re-entry if applicable.

Terms and Conditions Cont.

Food and Beverage Orders:

- Please review the pre-set reception package options or choose from the à la carte menu to create your preferred food and beverage offerings.
 - The food will be self-served buffet style in chafing pans and on platters.
 - Food menu items must be ordered and paid for no later than 72 hours prior to the event date.
 - Table linens and skirting, plates, utensils, napkins, condiments, and decor will be part of the buffet setup.
 - Upon the host's arrival, the organizer's designated reception team member will explain the set-up and review the food order to communicate the number of servings and buffet station refills that were originally ordered. The organizer will replenish the food stations according to the original order and the host will be informed once the last food items are placed on the buffet.
 - The host may add to the original food order, for an additional fee, once items have run out by placing an additional order with the organizer. The organizer will confirm with the vendors to ensure food items are available for re-order. The last additional food order may be placed no later than one hour before the end of the event.
 - We cannot guarantee that any of our products are safe to consume for people with peanut, tree nut, soy, milk, egg or wheat allergies.
- Beverages, including an assortment of sodas, water, coffee, and hot chocolate can be ordered in advance and reordered, for an additional fee, during the event. Alcoholic beverages, including Glühwein refills, beer, and white wine can be purchased with the following options:
 - Guests can purchase beverages using cash at the bar. ATMs are located throughout the market for guests to withdraw cash. This is the default.
 - Alcoholic beverage coupons redeemable for Glühwein refills, beer, and white wine may be purchased from the event organizer in advance and can be reordered, for an additional fee, during the run of the event or;
 - Open bar offers German Imported beer, Glühwein and white wine (full rentals only)
- If the event host opts to purchase coupons, please note:
 - 2023 Souvenir Mugs must be purchased in combination of Glühwein refill coupons.
 - 2023 Glühwein Souvenir mugs may be purchased separately at a discount for \$5 per mug by the event host for guests at the reception, or guests may purchase an empty annual mug themselves at the Information Booth or the bar for \$8 per mug.
 - Alcoholic beverage coupon distribution can be controlled by the host of the event. An estimated number of coupons needed can be ordered prior to the event by the host and can be increased, for an additional fee, only by the host during the event if more coupons are needed. Unused coupons must be returned by the end of the reception to receive credit on the final invoice. Coupons not returned by the end of the reception will be considered as a sale and cannot be returned for credit. Coupons can be used at the Christkindlmarket Chicago until their expiration on December 23, 2023.

Terms and Conditions Cont.

Additional Conditions & Cancellation Policy:

- The host will be responsible for the additional food and beverage items/coupons and upgrades added during the event and a final invoice will be provided by the organizer and paid for by the host at the end of the reception. Please note, only credit card payments will be accepted and a 3.5% convenience fee will be applied to each credit card transaction.
- If non-alcoholic beverages are ordered, they will be placed on the buffet tables for guests to serve themselves.
- All guests must be 21 years or older with a valid ID to drink alcohol. No exceptions! All alcoholic beverages will be served by the official Christkindlmarket licensed liquor vendor who will adhere to all liquor regulations and laws of the State of Illinois and the City of Chicago.
- It is the responsibility of the host to provide their own staff to manage the guest list and attendees to the event to guarantee that only invited guests are attending the event. Event security is not responsible for the guest list or controlling the entry of guests. However, if security is positioned outside of Timber Tent or Timber Haus, they may assist with informing market visitors of the private event, when applicable.
- If the host would like to provide gifts or promotional materials/items to their guests at the event, it must first be approved by the organizer in writing (either mail or email) prior to the event date.
- Please be advised that event cancellations must be made 5 business days prior to the start of the event time to receive a refund in full. A 50% refund will be applied to cancellations made 72-hours in advance. Any cancellations made less than 72-hours prior to the reception are non-refundable, unless the organizer, German American Events, LLC, determines special circumstances apply.
- Children are welcome at our family-friendly event but need to be supervised at all times by their parent(s) or guardian(s).
- The organizers are not responsible for any lost or stolen items. If you have lost something, please check with the information desk for assistance. If you notice that you have lost an item after the event is over, contact the market's information email info@christkindlmarket.com for assistance.

Thank you for choosing the Christkindlmarket to host your holiday reception. We wish you a memorable event!