

# Special Events

## Second Empire RESTAURANT AND TAVERN



*T*hank you for your interest in planning a special event at Second Empire. The following pages will describe for you the areas of our restaurant that are available for your special dining, business and entertaining occasion.

For further information and to make plans for your special event, please call Ashley Dyson, our Manager and Events Coordinator at 919-829-3663. She will gladly offer recommendations in your planning and design a menu for your event.

The Owners, Chef, Management and Staff have combined their efforts, commitment and talents to develop and present for you a special and unforgettable dining experience.

Thank you again and we look forward to seeing you!

330 Hillsborough Street  
Raleigh, NC 27603  
[www.second-empire.com](http://www.second-empire.com)

Tel 919 829-3663  
Fax 919 829-9519  
[specialevents@second-empire.com](mailto:specialevents@second-empire.com)



330 Hillsborough Street

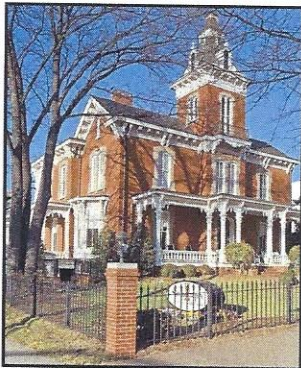
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## History of The Dodd-Hinsdale House

The Dodd-Hinsdale House, located at 330 Hillsborough Street in downtown Raleigh, offers one of the last reminders of the beauty and grace that once defined the western corridor from the capitol. Its architectural style is Second Empire Victorian, a style developed in France under Napoleon III and marked by heavy ornate modification of Empire styles. The interior of the home has fourteen foot ceilings and deep bay windows.

The home was originally built for Mayor William H. Dodd on a lot given to him by his parents in 1871. The home was completed in 1879 and soon thereafter was lost by the Dodd Family due to financial reversals. In 1890, the house was purchased by Col. John W. Hinsdale. Col. Hinsdale married Ellen Devereaux, a direct descendent of Joel Lane, soon after the Civil War. Everyday living for the hinsdale family was formal. Assisted by a butler and a cook, every meal was served in the dining room with the good silver and china. The vestiges of southern hospitality remained in the Hinsdale house throughout its ninety-year history, always serving as a gathering place for family members and symbolizing, through its solid masonry walls, the solidarity of the Hinsdale Family. The house remained in the Hinsdale family until John, a son and the last Hinsdale, died in 1971 at the age of 92.

Following the death of John Hinsdale, several attempts by different individuals and groups were made to acquire and restore the house. Each of these attempts failed. Because the house was deteriorating and was also the object of vandalism and vagrancy, there was a threat that the house would be demolished.

In 1993, Ted Reynolds and his wife Peggy obtained an Option to Purchase the property and quickly went about developing a strategy to restore the property to its initial grandeur. Within two years, the Reynolds family purchased the property and set into motion the restoration project to transform the home into a restaurant.

On September 9, 1997 Second Empire Restaurant and Tavern opened for business and is now led by a team comprised of Owner/Manager Kim Reynolds, Owner/Executive Chef Daniel Schurr, and Manager and Events Coordinator Ashley Dyson.

The structure retains its original exterior, heart pine flooring, masonry walls, doors and windows. New leaded glass panels have been installed in the four original front doors. The four major rooms in the main body of the structure have been opened to accommodate restaurant traffic flow and to create a more friendly and unobstructed dining atmosphere. The original kitchen has been converted into a corporate dining room now called the Pine Room and a grand new entrance has been constructed in the area formerly used as a rear entrance. An elevator has been installed adjacent to a 2,500 square foot two-story kitchen, bakery and food storage area.

A tavern was designed and built along with additional private dining rooms named The Raleigh Room and The Capitol Room. The glassed Atrium room that seats 50 people has been added to the Harrington Street entrance to the Tavern. The entire restaurant seats 250 people and features Contemporary American Cuisine.

The owners, management and staff are proud to have been given the opportunity to play a part in the restoration of this magnificent structure. In its re-birth as Second Empire Restaurant and Tavern, we are totally committed to maintaining consistency in the quality of food, its presentation and service to our customers.



# Second Empire

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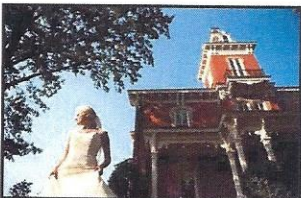
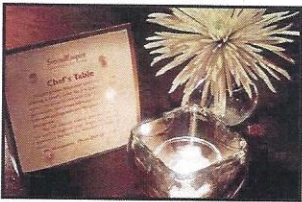
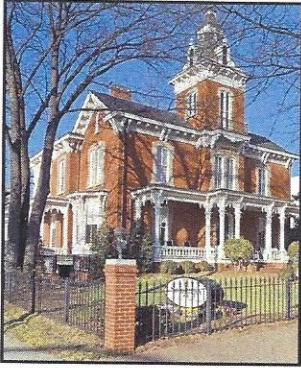
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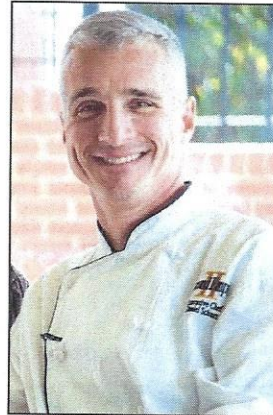
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## The Second Empire Team



**Kim Reynolds**  
OWNER/MANAGER



**Daniel Schurr**  
EXECUTIVE CHEF/OWNER



**Ashley Dyson**  
GENERAL MANAGER AND EVENTS COORDINATOR

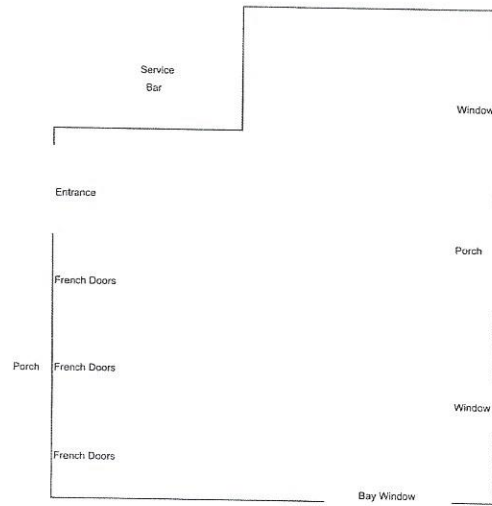
# Upstairs Dining Rooms

**The Pine Room**



- Many windows offering abundance of natural light
- French doors open out onto back porch
- Comfortably seats up to 40 people
- Designed for Corporate/Business meetings requiring privacy
- Walls are panelled with North Carolina Pine
- Audio-visual rental available

**The Pine Room**

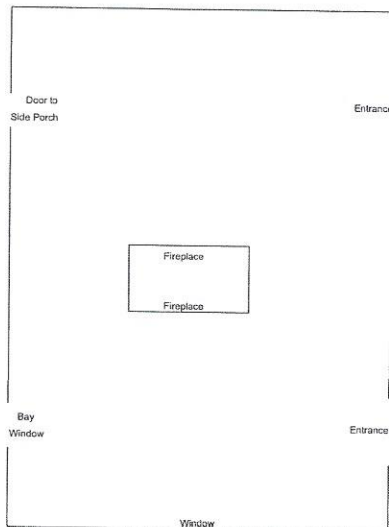


**Main Dining Room - West**



- Fourteen foot ceilings
- Many windows offering plenty of natural light and wonderful views of the landscaped grounds at night
- Comfortably seats up to 60 people

**The Main Dining Room - West**

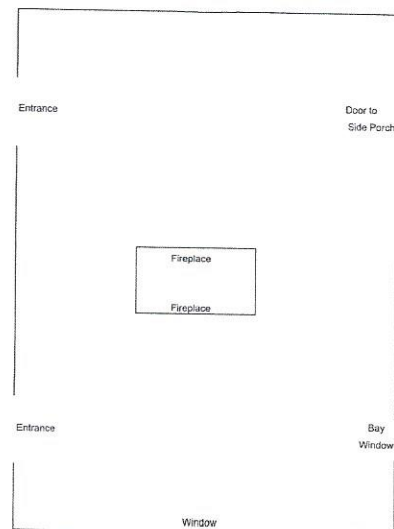


**Main Dining Room - East**



- Fourteen foot ceilings
- Many windows offering plenty of natural light and wonderful views of the landscaped grounds at night
- Comfortably seats up to 60 people

**The Main Dining Room - East**





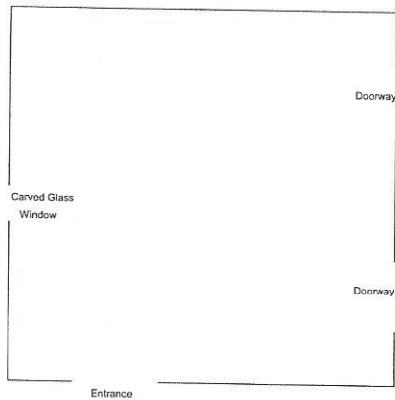
# Tavern Level Dining Rooms

## The Capitol Room



- Exposed brick walls and arched doorways
- Lighted carved glass art piece depicting the State Capitol
- Comfortably seats 24 people
- Seating can be set up as one long table or broken down for 2, 4 and 6 top arrangements
- Complete privacy
- Audio-visual rental available

**The Capitol Room**  
(Tavern Level)

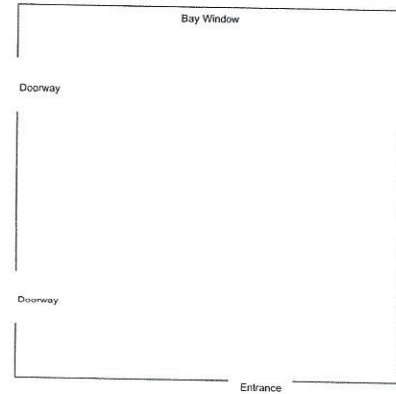


## The Raleigh Room



- Exposed brick walls and arched doorways
- Seats up to 25 people
- Seating can be set up as one long table or broken down for 2, 4 and 6 top arrangements
- Complete privacy
- Audio-visual rental available

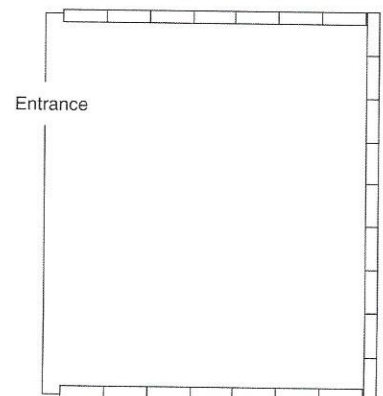
**The Raleigh Room**  
(Tavern Level)



## The Atrium



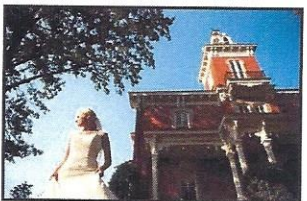
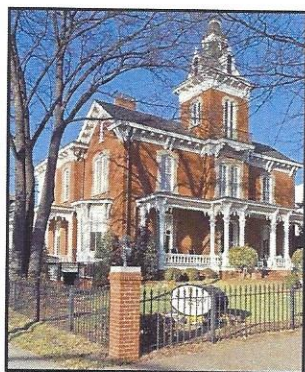
- Glass windows on three sides
- Heart Pine flooring
- Seating can be set up as one or two tables or broken down for 2, 4, 6 and 8 top arrangements
- Seats up to 50 people



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## Menu Options (for Groups of 12 and Larger)

### Option 1 - Fin and Feather @ \$70.00 per person

- ~First Course  
Mixed Green Salad
- ~Entree (includes starch and vegetable)  
Mixed Grill: Chicken Breast and Catch of the Day
- ~Dessert
  1. Creme Brulee
  2. Key Lime Pie
  3. Chocolate Banana Bread Pudding

### Option 2 - Surf and Turf @ \$73.00 per person

- ~First Course  
Mixed Green Salad
- ~Entree (includes starch and vegetable)  
Mixed Grill: Black Angus New York Strip  
and Catch of the Day
- ~Dessert
  1. Creme Brulee
  2. Key Lime Pie
  3. Chocolate Banana Bread Pudding

### Option 3 - Events Menu @ \$81.00 per person

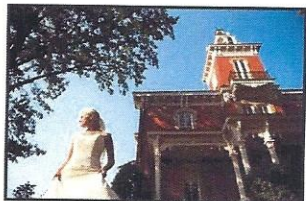
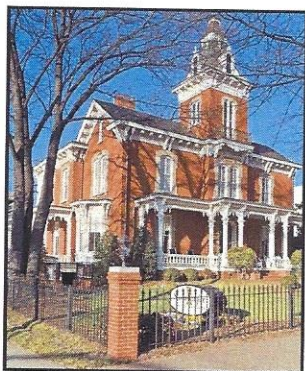
- ~First Course  
Mixed Green Salad
- ~Entree (includes starch and vegetable)  
Select three from the following:
  1. Premium Black Angus Beef Filet Mignon (\$81 per person)
  2. Free Range Chicken Breast (\$70 per person)
  3. Beeler Farms Iowa Pork (\$70 per person)
  4. Catch of the Day (\$70 per person)
- ~Dessert
  1. Creme Brulee
  2. Key Lime Pie
  3. Chocolate Banana Bread Pudding



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## Hors d'oeuvre Package for Special Events

*Notice: These items may not be readily available in the restaurant and must be pre-ordered.*

### Tangy Hummus Bowl

*crispy pita, citrus, roasted garlic, tahini paste, greek olive oil*



### Gougères

*a savory baked pastry with gruyère*



### Shrimp Cocktail

*with cocktail sauce*



### Bacon Wrapped Scallop Rumaki

*dried dates, crispy bacon, cider vinegar & molasses sauce*



### Lamb & Beef Meatballs

*with yogurt curry sauce*



All of the above available at \$46.65 per person as a  
heavy hors d'oeuvre reception

or

Choose any three (3) in conjunction with dinner at \$28 per person

### Savory Crab Dip

*baked jumbo lump crab meat, gouda cheese, crackers*

Not included with the package above. Serves 20 people - \$35

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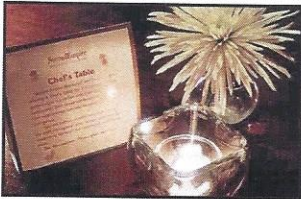
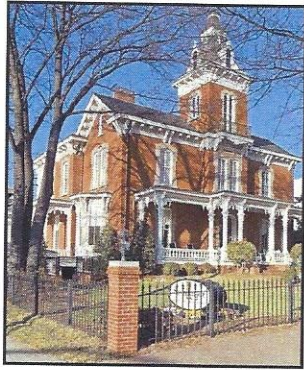
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# Second Empire Chefs Table Reservation

Second Empire Restaurant and Tavern offers a Chef's Table for 2 to 4 people to dine exclusively in our kitchen with Chef Daniel Schurr and his staff. Each dinner features a five course menu, four of which are paired with wine, specifically designed for you and your guests. You will interact directly with the Chef and his staff throughout your dinner and experience first hand the techniques and artistry which make Second Empire a truly exceptional Raleigh destination.

In an effort to provide you with the intended experience of our Chef's Table we ask that you be open to the culinary expertise of Chef Daniel Schurr; allow him to create a menu that will enable each guest to taste new ingredients, flavors, and cuisine all while being entertained by the operational performance of the Chef and his talented staff.

The Chef's Table is available Tuesday-Saturday evenings based on availability at 6:00pm and can be made by calling Second Empire reservations at 919.829.3663.



Reservation Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Number of Guests: \_\_\_\_\_

Special Occasion (Birthday or Anniversary): \_\_\_\_\_

Food Allergies: \_\_\_\_\_

Have you dined at the Chef's Table before? \_\_\_\_\_

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

Seating Time: 6:00pm

Price per person: \$180 plus tax and gratuity

Credit Card #: \_\_\_\_\_

Name on Credit Card and Printed Name of Person Signing:

\_\_\_\_\_

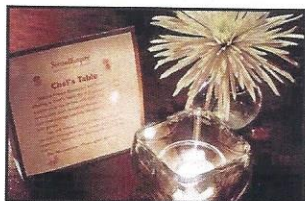
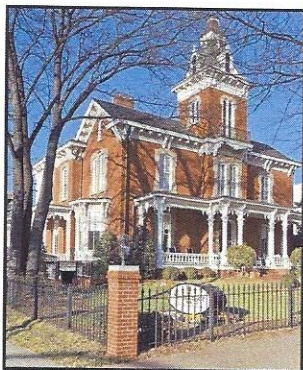
Signature: \_\_\_\_\_



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## Directions to Second Empire

Located in downtown Raleigh in the historic Victorian Dodd-Hinsdale House. Our address is 330 Hillsborough Street at the corner of Hillsborough and Harrington Street.

### From South Raleigh.....

Take I440 to the South Saunders Street downtown exit. Keep right towards downtown, as South Saunders will become McDowell Street at this point. Go to the eighth stop light and turn left onto Hillsborough Street. Second Empire is two blocks on right.

### From North Raleigh.....

Take Capital Blvd., which is U.S. Highway # 1, south into downtown. Upon entering the downtown area, Capital Blvd. will become Dawson Street. Turn right on Hillsborough St. at the Clarion Hotel. Second Empire is one block on the right.

### From Cary.....

Take I440 East to Hillsborough Street heading into Raleigh. Go 3 miles on Hillsborough Street. Second Empire will be on your left at the corner of Hillsborough and Harrington Streets

### From Durham/Chapel Hill (West Raleigh).....

Take I-40 East toward Raleigh. Take the Wade Ave. exit. Follow Wade Avenue to Capital Blvd. South exit (Wade Avenue ends at this exit, you either go south or north and you want to go south). As you enter downtown Raleigh, Capital Blvd becomes Dawson Street. Take a right on Hillsborough Street when you see Campbell University on your left, go one block and Second Empire will be on your right.

### From East Raleigh.....

Take I-40 West toward Raleigh to exit 301 and get on I-440 North (which is the outer Beltline). Continue on I-440 until you get to the Capital Blvd South exit (Exit 11A). Stay on Capital Blvd. until it becomes Dawson Street. Take a right on Hillsborough Street at the Clarion Hotel, go one block and Second Empire will be on your right.

### Parking.....

Parking is available on the surrounding streets and in the rear of the Restaurant. Additional parking is also located across the street behind the Restaurant in the Reynolds Building lot.

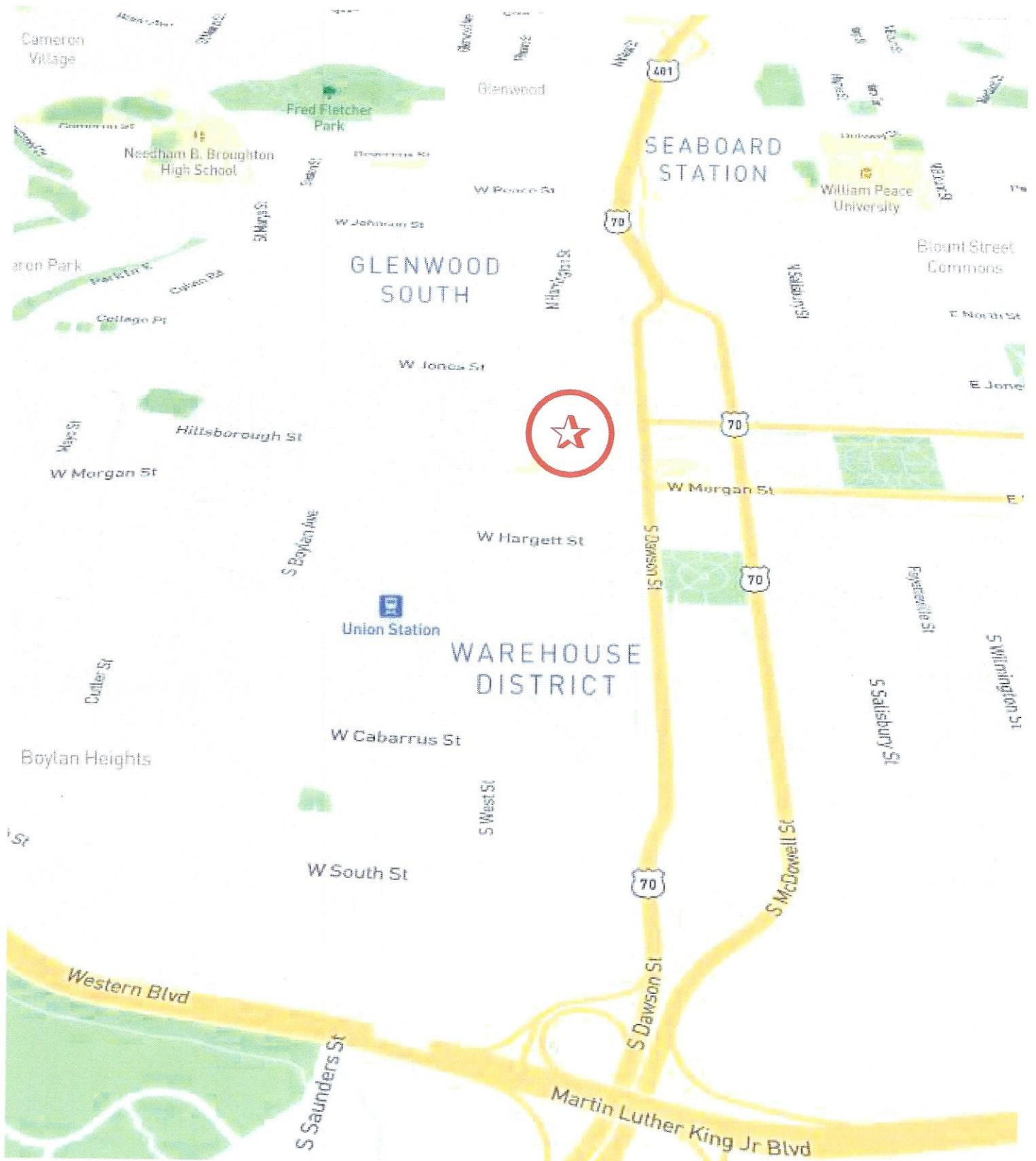


# II Second Empire

RESTAURANT AND TAVERN

330 Hillsborough Street

Raleigh, NC 27603





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330 Hillsborough Street ♦ Raleigh, North Carolina 27603 ♦ (919) 829-3663 ♦ fax 919-829-9519

## Catering Agreement

This confirms your special event reservation at **Second Empire Restaurant and Tavern**. PLEASE REVIEW ALL OF THE INFORMATION CAREFULLY, THEN SIGN AND RETURN THIS AGREEMENT TO OUR SPECIAL EVENTS COORDINATOR.

### 1. DAY, DATE & TIME

Your event is scheduled for \_\_\_\_\_, the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.  
Schedule:

Guests will arrive at \_\_\_\_\_ and depart at \_\_\_\_\_.

Cocktails will be served from \_\_\_\_\_ to \_\_\_\_\_.

Hors d'oeuvres will be served from \_\_\_\_\_ to \_\_\_\_\_.

Guests will be seated for dinner at \_\_\_\_\_.

### 2. GUARANTEED NUMBER OF GUESTS

The number of guests in your party is \_\_\_\_\_. You may make changes in this number up to and including the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ (the "Change Date"). After the Change Date you may increase the number of persons in your party with prior approval from the management; however, you agree that any decreases in the number of persons actually arriving on the date and time set forth above will not extinguish your responsibility to pay (as set forth below in Section 3) for the number of persons agreed to as of the Change Date.

### 3. PRICE BREAKDOWN

#### Food:

The menu attached to this agreement and executed by a member of the management describes the food that will be served to you and your guests at your event. A price of \$ \_\_\_\_\_ per person will be charged for the attached **Menu**. This price does **not** include beverages (unless otherwise stated), equipment rental fees, gratuity, or tax.

If you elect to serve hors d'oeuvre, the charge will be \$ \_\_\_\_\_ per person.

#### Beverage:

All alcoholic and non-alcoholic beverages consumed will be charged to your bill on an individual basis unless otherwise specified.

\_\_\_\_\_ Open Bar (guest may order any alcohol they like)

\_\_\_\_\_ Beer & Wine only

\_\_\_\_\_ Cash Bar (guests pay for any alcohol ordered themselves)

If arrangements have been made for wine to be poured, the per bottle prices are as follows:

\$ \_\_\_\_\_ /bottle White (specify brand or house) \_\_\_\_\_

\$ \_\_\_\_\_ /bottle Red (specify brand or house) \_\_\_\_\_

\$ \_\_\_\_\_ /bottle Sparkling (specify brand or house) \_\_\_\_\_

#### Room Charge:

Your function will be held in \_\_\_\_\_.

A food and beverage minimum of \$ \_\_\_\_\_ before the inclusion of tax and gratuity must be met.

#### Additional Equipment Rental Fees:

You will be charged on an individual basis for any rental equipment required for your function.

The total equipment rental fee for your function will be \$ \_\_\_\_\_.

#### Service Charge:

A 22% service charge will be added to your total food and beverage charge. Please, **no separate checks**.



**Second Empire Restaurant and Tavern Catering Agreement**

**4. DEPOSIT & CANCELLATION POLICY**

Second Empire requires a credit card account to make and hold the Customer reservation. If the Customer cancels the event in writing 72 hours before the event there will be no charge.

If the Customer cancels the event within 72 hours of its scheduled time, the Customer will be charged a cancellation fee.

If equipment is reserved from an Off-Premise rental company, (i.e. audio visual equipment, chairs, linen, etc..) the Customer is subject to the Off-Premise rental company's cancellation policy. The Customer will be charged at minimum a 50% cancellation fee if the event is cancelled after reserved. Restocking fees will apply in addition if cancelled within 48 hours of the scheduled event. Furthermore, orders cancelled 48 hours or less will be charged a 100% cancellation fee.

If the customer and guests fail to arrive at the time of the scheduled event without notifying Second Empire Management of a cancellation, the credit card on file will be charged for the food and beverage minimum, tax, and 22% service charge.

Cancellation fee: \$ \_\_\_\_\_

Estimated cancellation fee for equipment: \$ \_\_\_\_\_

Please complete the following credit card information:

Credit Card Type (circle one)      Visa      MasterCard      American Express      Diners Club      Discover

Name on Credit Card \_\_\_\_\_

Credit Card Number \_\_\_\_\_

Expiration Date \_\_\_\_\_ CVV \_\_\_\_\_

Authorized Signature \_\_\_\_\_

**5. PAYMENT TERMS**

Payment in full will be required at the conclusion of your event.

Your chosen method of payment is:      Credit Card      Money Order      Cash

Credit Card # to be used for payment (if different from above) \_\_\_\_\_

\* This Credit Card will be pre-authorized on the day of your event.

**6. INFORMATION (please include all pertinent information for mailing and facsimile purposes)**

Company Name \_\_\_\_\_

Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Phone \_\_\_\_\_

Fax \_\_\_\_\_

E-Mail \_\_\_\_\_

Contact Name \_\_\_\_\_

Date \_\_\_\_\_

\_\_\_\_\_  
Second Empire Special Event Coordinator

Date \_\_\_\_\_

\_\_\_\_\_  
Customer Signature

\_\_\_\_\_  
Name of person signing

\_\_\_\_\_  
Address

\_\_\_\_\_  
Phone Number