



Events Packet

[Inquire Now](#)

[Our Spaces](#)

[Our Menus](#)

[Booking Info](#)

Upstairs Room

The upstairs dining room is framed by large picture windows with views of Roslyn Pond. This casually elegant space includes a private bar and features warm, earthy tones and a vaulted ceiling. Round guest tables can seat up to 35 guests, as well as a decorative marble table available for gifts, favors, or cakes.



Capacity

35 Guests Seated
50 Guests Cocktail Style, Semi-Seated

Pricing Your Event

We've provided our off-peak food and beverage (F&B) minimums below, to provide a starting point for your event. Please note that these minimums vary during holidays and peak seasons - [Inquire](#) for details.

The total cost of your event will depend on your guest count and menu & beverage selections. Prices not inclusive of sales tax or admin fee. A space fee may be added if you don't meet the F&B minimum.

More details on F&B minimums, the booking process, and our terms & conditions can be found [here](#).

Daytime

3 hours, between 11:30 AM - 3:30 PM

Minimums start at:

Tue - Fri: Please [Inquire](#)

Sat: \$1,800

Sun: \$2,500

*Please note: pricing & availability are subject to change seasonally - [Inquire](#) for details.

Evening

3-4 hours, between 4 PM - 10:30 PM

Minimums start at:

Tue - Thur: Please [Inquire](#)

Fri: \$3,000

Saturday: \$4,000

Sunday: \$2,500

Please note that the restaurant's only restrooms are located upstairs on the second floor and there is no elevator. Additional photographs can be found on the restaurant [website](#).

Main Dining Room

The main dining room includes exclusive use of our gorgeous 25 ft. mahogany bar and the attached seasonal outdoor porch overlooking Roslyn Pond (weather-permitting). This space features a working fireplace, french doors leading to the porch, hand-painted finishes, and expansive picture window with views of the water.



Capacity

60 Guests Seated
80 guests cocktail style, semi-seated
Events with 60+ guests require a buyout.
*subject to change seasonally

Pricing Your Event

Please inquire for the main dining room F&B minimum for your preferred date and time. The total cost of your event will depend on your guest count, menu selections, and will include sales tax and an admin fee. A space fee may be added if you don't meet the F&B minimum.

More detail on F&B minimums, the booking process, and our terms and conditions can be found here.

Daytime

3 hours, between 11:30 AM - 3:30 PM

Evening

3-4 hours, between 4 PM - 10:30 PM

Full Buyouts

We offer a full restaurant buyout for larger events. These include use of all indoor and outdoor spaces. Please inquire for pricing and to discuss the vision for your event.

Capacity

Across multiple spaces
100 Guests Seated or
Cocktail Style, Semi-Seated
Events with 60+ guests require a buyout
*subject to change seasonally.



Please note that the restaurant's only restrooms are located upstairs on the second floor and there is no elevator. Additional photographs can be found on the restaurant website.

Brick Patio

Our brick patio is the perfect location to enjoy the warm weather and the view of Roslyn Pond. It's adorned by sun shade sails, Edison lights, umbrellas and space heaters for when it gets a little chilly. When you reserve the brick patio for your event, we'll also need to hold a space inside for you, just in case there's inclement weather.



Capacity

35 Guests Seated

[Inquire](#) for Cocktail Style, Semi-Seated

Pricing Your Event

Please [inquire](#) for the Brick Patio F&B minimum for your preferred date and time, as well as information about holding an indoor space in case of inclement weather.

The total cost of your event will depend on your guest count, menu selections, and will include sales tax and an admin fee. A space fee may be added if you don't meet the F&B minimum.

More detail on F&B minimums, the booking process, and our terms and conditions can be found [here](#).

Daytime

3 hours, between 11:30 AM - 3:30 PM

Evening

3-4 hours, between 4 PM - 10:30 PM

*Important information about booking the Brick Patio

The Patio is not covered for rain. All events booked at thyme require an indoor space, in case of inclement weather. Patio minimums include the ability to move your event indoors in the event of inclement weather. This guarantees that you have an event space regardless of weather conditions.

Booking the patio secures one space for your event; either an indoor or an outdoor space. Every effort will be made to keep the event outdoors, however the final decision will be made with the host and thyme management on the day of the event, based on conditions and forecast. We will be unable to accommodate a change of space if the weather improves during the course of your event.

Please note that the restaurant's only restrooms are located upstairs on the second floor and there is no elevator.

Let Us Come to You

thyme has provided full-service catering and off-premise events in the Tri-State area for over 30 years. From intimate dinner parties at home with your closest friends, to corporate events in offices, to large weddings in historic mansions - we've done it all! We take pride in designing a unique menu that will reflect your vision and complement your venue. We'll work with you to create a menu that satisfies even the most discerning tastes.



Availability & Pricing

All off-premise events are customized. Please inquire to discuss the vision for your event.



Select clients:

Bank of America.



RALPH  **LAUREN**

SERENA & LILY

 **CUSHMAN & WAKEFIELD**

Old Westbury Gardens



Brunch

Brunch menus start at \$68 per guest, inclusive of food, soft drinks, coffee and tea. Brunch cocktail options are listed below. Items with an asterisk (*) may be added to your menu as a supplement. If you don't see what you're looking for, we'd be happy to discuss a custom menu for your event.

Stationary Hors d'oeuvres

Both included

Crudités with Spinach & Herb Dip

Hummus with Fresh Baked Pita Crisps

Additional stationary hors d'oeuvres options can be found [here](#)

Optional: Add three passed hors d'oeuvres for 30 minutes*

Freshly Baked

Select One

Scones with Compound Butter

Pastry Basket for the Table*

Entrees

Select three plated entrees for your guests to choose from. Four selections available for a supplemental fee. Lunch entrees may also be selected. Options available for children under 10 yrs; please inquire.

Your Choice of Round Quiche

Fresh Fruit, Organic Greens, White Balsamic Vinaigrette

Chopped Grilled Chicken Cobb Salad

Bacon, Avocado, Hard-Boiled Egg, Tomato, Cucumber
Champagne-Walnut Vinaigrette

Challah French Toast

Fresh Fruit, Vermont Maple Syrup, Powdered Sugar

Grilled Breast of Chicken Paillard

Roasted Potato, Seasonal Vegetables, Red Wine Reduction

Grilled Filet of Salmon*

Seasonal vegetable risotto, saba drizzle

Open-Faced Steak Sandwich*

Crispy Onions, Garlic Ciabatta & Demi-Glace

Grilled Chicken, Fuji Apple, Endive Salad*

Stilton, Walnuts, Dried Cranberries, Cider Vinaigrette

Miso-Glazed Salmon Bowl*

Farro with Edamame, Cabbage Ginger Slaw, Organic Greens
Miso Vinaigrette

Desserts

Select two plated desserts. Coffee & Tea service included.

Bourbon Glazed Banana Bread Pudding

Caramelized Apple Tart, Vanilla Gelato

Chocolate Flourless Torte, Vanilla Gelato

Special Occasion Cakes Welcome

Please select one item below in lieu of plated desserts

Specialty Cookies & Sweets Platter

Seasonal Fresh Fruit Display*

Brunch Cocktails

Choose from our most popular brunch cocktail selections. You can view additional wine, beer and full bar offerings [here](#).

ONE PER GUEST

\$10 PER GUEST

Choice of one Mimosa, Bellini
or Bloody Mary per guest

Note: any additional cocktails
requested will be added to your
final bill, based on consumption.

UNLIMITED BRUNCH

COCKTAILS

\$20 PER GUEST

Unlimited Mimosas, Bellinis
and Bloody Marys

BOOZY BRUNCH

\$34 PER GUEST

Unlimited Mimosas, Bellinis
& Bloody Marys, as well as
Unlimited Wine and Beer

Lunch

Weekday luncheon menus start at \$65 per guest, inclusive of food, soft drinks, coffee and tea. Items with an asterisk (*) may be added to your menu as a supplement. If you don't see what you're looking for, we'd be happy to discuss a custom menu for your event.

Passed & Stationary Hors d'oeuvres*

We offer a selection of hors d'oeuvres that can be added to seated events. Options can be found [here](#)

Beverage & Bar

Soft drinks, coffee and tea are included. Wine, beer, and spirit offerings can be found [here](#).

Starters

Select one plated option for your guests to choose from. Two selections available for a supplemental fee. All lunch menus include either specialty rolls or scones with butter.

Organic Greens Salad

Grape Tomatoes & Champagne-Walnut Vinaigrette

Warm Baked Brie with Apples in Puff Pastry*

Red Seedless Grapes, Organic Greens, Raspberry Coulis

Fuji Apple & Endive Salad with Stilton Cheese*

Candied Walnuts, Dried Cranberries, Cider Vinaigrette

Entrees

Select three plated options for your guests to choose from. Four selections available for a supplemental fee. Options available for children under 10 yrs; please inquire.

Your Choice of Round Quiche

Fresh Fruit, Organic Greens, White Balsamic Vinaigrette

Grilled Filet of Salmon

Seasonal Vegetable Risotto, Saba Drizzle

Homemade Cavatelli

Roasted Tomato, Fresh Ricotta, Spinach, Walnut Pesto

Miso-Glazed Salmon Bowl

Farro with Edamame, Cabbage Ginger Slaw, Organic Greens Miso Vinaigrette

Grilled Breast of Chicken Paillard

Roasted Potato, Seasonal Vegetables, Red Wine Reduction

Open-Faced Steak Sandwich*

Sliced Steak, Crispy Onions, Garlic Ciabatta, Demi-Glace

Sesame-Crusted Tuna Bowl*

Seared Rare, Black Rice, Mango, Avocado, Cucumber, Radish Shiitake, Soy Ginger Vinaigrette

Garlic Marinated Chicken Breast "Kabob"*

Saffron Rice, Fattoush Salad, Cucumber Yogurt Sauce

Desserts

Select two plated desserts. Coffee & Tea service included.

Bourbon Glazed Banana Bread Pudding

Caramelized Apple Tart, Vanilla Gelato

Chocolate Flourless Torte, Vanilla Gelato

Special Occasions Cakes Welcome

Please select one item below in lieu of plated desserts

Specialty Cookies & Sweets Platter

Seasonal Fresh Fruit Display*

Dinner

Dinner menus start at \$78 per guest, inclusive of food, soft drinks, coffee and tea. Items with an asterisk (*) may be added to your menu as a supplement. If you don't see what you're looking for, we'd be happy to discuss a customized menu for your event.

Passed & Stationary Hors d'oeuvres*

We offer a selection of hors d'oeuvres that can be added to seated events. Options can be found [here](#)

Beverage & Bar

Soft drinks, coffee and tea are included. Wine, beer and spirit offerings can be found [here](#).

Starters

Select one plated option for your guests. Two selections available for a supplemental fee. All dinner menus include specialty rolls with butter.

Organic Seasonal Greens

Grape Tomatoes, Champagne-Walnut Vinaigrette

Fuji Apple, Endive Salad with Stilton Cheese

Candied Walnuts, Dried Cranberries, Cider Vinaigrette

Warm Baked Brie with Apples in Puff Pastry

Red Seedless Grapes, Organic Greens, Raspberry Coulis

Heirloom Beet and Goat Cheese Salad*

Pistachio Goat Cheese, Orange, Arugula, Sherry Vinaigrette

Warm Brussels Sprout & Kale Caesar*

Warm Shaved Brussels Sprout, Organic Kale, Caesar Dressing
Herb Crisp

Entrees

Select three plated options for your guests to choose from. Four selections available for a supplemental fee. Options available for children under 10 yrs; please inquire.

Pan-Roasted Chicken

Seasonal Accompaniments & Vegetables, Pinot Noir Reduction

Grilled Filet of Salmon

Seasonal vegetable risotto, saba drizzle

Homemade Cavatelli

Roasted Tomato, Fresh Ricotta, Spinach, Walnut Pesto

Butternut Squash Ravioli

Sage Beurre Noisette, Shaved Piavé Cheese

Grilled Skirt Steak*

Roasted Yukon Gold Potato, Vegetables, Red Wine Reduction

Braised Short Rib Pappardelle*

Short Rib Ragout, Roasted Vegetables, Shaved Piavé Cheese

Pan-Roasted Icelandic Cod*

Pommes Anna, Seasonal Vegetables, Red Pepper Coulis

Filet Mignon of Beef*

Truffle Yukon Mash, Sauteed Spinach, Red Wine Gastrique

Desserts

Select two plated desserts. Coffee & Tea service included.

Bourbon Glazed Banana Bread Pudding

Caramelized Apple Tart, Vanilla Gelato

Chocolate Flourless Torte, Vanilla Gelato

Special Occasion Cakes Welcome

Please select one item below in lieu of plated desserts

Specialty Cookies & Sweets Platter

Seasonal Fresh Fruit Display*

Cocktail-Style Dinner

Cocktail-style/semi-seated dinner menus start at \$95 per guest, including food, soft drinks, coffee, and tea. Menus are crafted from a limited selection of the items below. Final pricing will depend on specific selections, the number of guests, and the format & duration of your event.

If you don't see what you're looking for, we'd be happy to discuss a customized menu.

Stationary Hors d'oeuvres

Crudités Display with Spinach & Fresh Herb Dip
Mediterranean Station

Antipasto Display*
European Cheese Board, Fresh Fruit & Crackers*

Family-Style*

Placed on every table for guests to share

Fresh Ricotta Cavatelli, Oven-Roasted Tomatoes,
Spinach & Basil Walnut Pesto

Crispy Point Judith Calamari with Baby Arugula,
Red Onion, Peach Sweet Chili Vinaigrette

Sample Passed Hors d'oeuvres

Please note that final menus include a limited selection of the items below.

Pricing is determined by your final menu selections, quantity, event format, and duration.

Warm Seasonal Soup Demitasse
Chilled Gazpacho Shooters, Shrimp Optional
Wild Mushroom Tartelettes
Roasted Tomato & Chevre Tartelettes
Miniature Stuffed Vegetables
Warm Brie & Apple Purses
Miniature Maryland Crab Cakes, Chipotle Aioli
Seared Tuna on English Cucumber, Wasabi-Crème
Thai Chicken Skewers
Blackened Salmon Tacos, Avocado, Cilantro, Aioli

Passed & Stationary Sweets

Seasonal Fresh Fruit
Specialty Bite-Size Cookies & Rugelach
Chocolate Ganache Bites
Bourbon-Glazed Banana Bread Pudding*

Carving Station*

Not available in Upstairs Dining Room

Prime Rib of Beef with Natural Jus
Filet Mignon with Horseradish Creme
Whole Roasted Turkey; Cranberry-Pecan Relish
Spiral Glazed Ham; Champagne Mustard
Skirt Steak with Chimichurri



Mini BBQ Duck Tacos, Mango & Jicama
Mini Potato Pancakes, Creme Fraiche & Chives
Smoked Salmon on Mini Potato Pancake
Filet Mignon of Beef on Baguette, Horseradish Crème
Herb-Crusted Baby Lamb Chops
Summer Lobster Rolls with Mango (seasonal)
Jumbo Shrimp with Peach Sweet Chili Glaze
Jumbo Cocktail Shrimp with Dipping Sauce
Falafel "Sliders", Red Onion, Tahini on Mini Pita
Hamburger Sliders, Mushrooms & Onions Optional
Turkey Burger Sliders, Cranberry Pecan Relish

Special Occasion Cakes Welcome
Coffee & Tea service included

Belgium Hot Chocolate Demitasse*
with or without Baileys Irish Cream

*We are happy to discuss custom menus and additional options.
Cocktail-style, semi-seated brunch menus are also available*

Hors d'oeuvres

Enhance any seated event with a selection of hors d'oeuvres. We can help you craft the perfect menu! Please inquire for pricing and recommendations based on your primary menu selections.

Stationary

To be setup at the bar or a display table

Crudités with Spinach & Herb Dip
Hummus with Fresh-Baked Pita Crisps
European Cheese Board
Mediterranean Station
Antipasto Display

For the Table

Family-style on each table for guests to share

Crispy Point Judith Calamari
Fresh Ricotta Cavatelli

Passed

Select three for 30 minutes; four for 45 mins; five for 60 mins.

Seasonal Soup Demitasse - Warm or Chilled
Thai Chicken Skewers
Miniature Maryland Crab Cakes with Chipotle Aioli
Roasted Tomato, Caramelized Onion & Chevre Tartelettes
Miniature BBQ Duck Tacos with Mango & Jicama
Warm Brie & Apple Purses
Herb-Crusted Baby Lamb Chops
Mini Potato Pancakes with Crème Fraiche & Chives
Seared Tuna on Cucumber with Wasabi Crème

Additional Options Available

Wine, Beer & Spirits

The brands and varietals provided below are subject to change based on availability. Comparable substitutions will be made if necessary. Alternative wines and top shelf spirits are available upon request

Wine & Beer

\$28 per guest daytime/weeknights
\$32 per guest Fri & Sat Evenings

Pinot Grigio
Chardonnay
Cabernet Sauvignon
Merlot
Domestic & Imported Beer

Premium Wine & Beer

\$34 per guest daytime/weeknights
\$38 per guest Fri & Sat Evenings

Rosé
Sauvignon Blanc
Chardonnay
Pinot Noir
Cabernet
Domestic & Imported Beer

Signature Cocktails

May be added to existing bar package
Please inquire for pricing

White or Red Sangria
Blood Orange Margarita
Rum Punch
Kir Royale
Tropical Martini
Additional options available

Open Bar

Includes Wine & Beer
\$35 per guest daytime/weeknights
\$40 per guest Fri & Sat Evenings

Tito's
Beefeater
Teramana
Jack Daniel's
Johnnie Walker Red
Bacardi

Based on availability/subject to change

Premium Open Bar

Includes Premium Wine & Beer
\$43 per guest daytime/weeknights
\$48 per guest Fri & Sat Evenings

Ketel One
Bombay Sapphire
Casamigos Blanco
Makers Mark
Johnnie Walker Black
Premium Rum

Based on availability/subject to change

Bar Tab, Cash Bar & One-Per-Guest

Options may be limited for events held in the upstairs dining room, particularly during busy weekend services - please inquire for more details.

Booking Details

Pricing & Minimums

All private events hosted at thyme are subject to a food and beverage (F&B) minimum. This minimum varies based on day of week, timing, season, and space reserved. A Space Fee only applies if you do not meet the F&B minimum.

Here's an example:

Let's say the room you want to book for a Sunday brunch for 25 people in February has an F&B minimum of \$2,500. Your food and beverage selections come out to \$2300. This scenario would result in a \$200 Space Fee. Taxes and administrative fee do not apply towards the food and beverage minimum.

Taxes & Administrative Fee

All food, beverage, space fees and other charges are subject to current NY state sales tax and 20% administrative fee. The administrative fee pays for a combination of planning, setup and executing your event. Discretionary gratuity is always welcome and appreciated, it is not presumed and truly at the discretion of the client.

Confirming, Deposits & Payments

We require a signed event contract and 50% non-refundable deposit, including valid credit card, to reserve an event. The remaining balance will be due a minimum of 24 hours in advance of your event (payable by the last business day). Cash, check, Visa, or Mastercard please. Additional charges, such as bar tabs, additional/unexpected guests, or overtime fees (if applicable, per the contract) will be due upon conclusion of the event. Events may be booked up to one year in advance.

Accessibility

The main dining room is located at ground level and can be accessed by wheelchair. However, our only restrooms are located on the upper level. As we are located in a late 19th century building, the restaurant is not handicapped accessible. The restaurant is not equipped with an elevator or chairlift. Due to limited space, we recommend that you use a highchair instead of a stroller in our dining rooms during private events. We will be happy to provide highchairs for infants and young children. Infant car seats are also welcome.

Cancellations

We do not accept event cancellations after a contract and deposit are received. We may work with you to reschedule events, within 3 months of the scheduled event date, in the case of severe weather watches and warnings. You must reach out to us via email more than 72 hours prior to your event to discuss this option.

Use of your reserved space

We provide access to reserved spaces 30 minutes prior to the start of your event for setup and decoration. We are unable to store items in the restaurant prior to or after the reserved time for your event.

Information about room layouts and decorating guidelines can be found on the next page, under Decorations, etc.

We ask that all guests and personal items be cleared of your reserved space at the time your event is scheduled to end. An additional charge of \$500 per half hour may be charged if either remain in the reserved space more than 30 minutes past the scheduled end time. Guests who wish to remain in the restaurant past your scheduled end time may join us at the main bar, if the bar is open at this time and another event is not scheduled.

On occasion, more than one event may be booked in the restaurant at the same time in different dining areas.

As Your Event Nears

Confirming Your Guest Count

A final guest count is requested 7 days prior to your event date. If you do not provide a final count, we will plan for the contracted guest minimum and we may not be able to accommodate additional guests on the day of your event. You will be responsible for either the final guest count or the guaranteed minimum on your contract: whichever is greater. Additional guests will be added to your balance at the pricing reflected on the event contract. All events have a maximum number of permitted guests, due to capacity. thyme does not offer gift cards, refunds, discounts, add-ons/changes, or take-out food/beverage when the actual number of attendees falls below the contracted minimum.

Decorations, Setup, Cakes & Menus

thyme has a preferred florist and baker; please inquire for vendor information. The space reserved for your event will be available 30 minutes prior to the event start time for you, or a third-party, to setup permitted decorations, such as favors, centerpieces, place cards, table numbers, or other pre-approved additions to the room.

We may not be able to provide access to the reserved space earlier than 30 minutes prior to your event start time.

Paint, glitter, confetti or similar materials are not permitted in the restaurant. Items may not be hung, taped, glued or attached to any interior/exterior surfaces (walls, ceiling, stairs, ledges, windows, etc.) Balloons are welcome, but must be weighed down. Large items, such as photo backdrops, flower carts, etc. must be pre-approved. Photos and décor may be placed on easels, on a décor table, or on the bar (space permitting); No decor may interfere with access to restrooms or staff areas. We recommend that centerpieces be 6" in diameter or less at the base to allow guests to dine comfortably at each table. You or your decorator are welcome to provide place cards and table numbers; please plan to arrive 15-30 mins in advance of the event to set them out, if you opt to do so. Custom color linens are available for an additional fee.

Please inquire for table layouts; these cannot be modified. Your seating preferences will be confirmed as part of the booking process and should be provided along with your final guest count. We ask that you limit changes after that point.

Occasion cakes or cupcakes may be delivered on the day of your event; please inquire for timing. There is no cake cutting fee charged for events. No other outside food, beverage or confections are permitted unless individually sealed or placed in a container, with the understanding that they are intended to be consumed off-premise (i.e. taken home as favors).

We offer personalized guest menus, with your customized title or grayscale logo, compliments of thyme.

Parking & Valet

thyme has a private parking lot. Valet will be provided for your event. However, room in our parking lot for all your guests is never guaranteed. If our lot should become full, guests can find parking nearby on the street or in municipal lots.

Allergies & Dietary Restrictions

Please let us know during the booking process if you're aware of any guest allergies. We make every effort to accommodate allergies and dietary restrictions. Guests should inform our staff of any allergies or dietary restrictions on site, prior to ordering or partaking of food.

Audio & Visual

thyme restaurant is equipped with a sound system. You may plug into the system for events utilizing the entire restaurant. Pre-approved musicians may be booked for main floor events at an additional fee, based on availability.

Small, portable speakers may be brought in for private events utilizing one space, with the volume kept at a level that it does not interfere with guests dining in the other spaces. We are unable to accommodate dancing.

[Inquire Now](#)