

Service Upgrades

Updated 5/2011

BIODEGRADABLE DISPOSABLE (zero waste friendly): University Catering Standard No Charge

Biodegradable cutlery, made from cornstarch resin

Biodegradable paper plates, paper cups & napkins

Dependant on menu, some items could be packaged in non-biodegradable packaging

Glassware Only: \$1 per person

Includes glassware for beverages only.

China Service for Breaks/Receptions: \$2 per person

China plates and stainless steel cutlery (as needed)

Glass stemware for (ordered) cold beverages, china cups & saucers for (ordered) hot beverages

Biodegradable paper napkins

Plate Clips for Receptions: \$2 per person

(Recommended for receptions)

Glass stemware for (ordered) cold beverages, china cups & saucers for (ordered) hot beverages

Plate clips (china plate/stemware holder in one)

China six-inch plates

Stainless steel cutlery (as needed)

Biodegradable paper napkins

Bamboo Wine & Hors 'd Oeuvre Plate \$2 per person

(Recommended for receptions)

Beautiful AND sustainable! Includes bamboo plate with a spot to hold your wine glass.

Stemware for (ordered) cold beverages

China cups for (ordered) hot beverages

Stainless steel cutlery (as needed)

Biodegradable paper napkins

ZERO WASTE CHINA EVENTS: University Catering Standard

No Charge

Includes biodegradable products where necessary.

For plated & buffet meals all food scraps from the event will be put in biodegradable bags behind the scenes. Menu customization may be necessary to assure that no packaged items are used.

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Conference Service for Buffet Meals (zero waste): \$3 per person

China plates on the buffet table
Rolled linen napkins with stainless steel cutlery on the buffet
Pitchers of (ordered) cold beverages on the dining tables with biodegradable clear recyclable cups
(ordered) Hot beverages on a table in the room with biodegradable paper cups
Seating tablecloths are included for the dining tables

Abbreviated China Service for Buffet Meals (zero waste): \$3.50 per person

China plates on the buffet table
Rolled linen napkins with stainless steel cutlery on the buffet
Pitchers of (ordered) cold beverages on the dining tables with glassware
(ordered) Hot beverages on a table in the room with china cups and saucers
Seating tablecloths are included for the dining tables

China Full Service for Buffet Meals (zero waste): \$4 per person

China plates on the buffet table
Seating tables set with linen tablecloths, linen napkins, stainless steel cutlery & glassware for all beverages
Pitchers of (ordered) cold beverages on the dining tables or served by our staff, if requested
(ordered) Hot beverages served by our staff

China Full Service Meals (zero waste) (buffet or plated):

Catering staff will assist your guests as needed. All items are served on china. All full service meals include two and one half hours of labor built into the meal price. If catering service is required longer than two and one half hours, additional labor charges apply at \$22 per attendant per hour.

EXTRAS:

Linens

Seating tablecloths \$5 (4ft table),
Seating tablecloths \$10 (8 foot or round tables)
Linen napkins \$.75 each

Centerpieces

Mirror Tiles are available to rent for \$2 each
Votive Candles are available to rent for \$.50 each
Bud Vases are available to rent for \$18 each (flowers may be kept, vases may not)
Custom Centerpieces are available, please inquire.

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Attendant Labor: \$22 per attendant per hour

Attendants are required in all instances that food needs to be replenished. Full meals already include attendants built into the cost. However, receptions and a la carte services do not. If they have not been ordered on your catering contract but are necessary due to the food items or quantities that have been ordered they will be automatically added.

Chef Labor: \$50 per chef per hour

To add to the ambiance of your event, let one of our chefs put on a show for your guests! Whether barbecuing on site for an outdoor barbecue, demo cooking at a made to order omelet station, or carving a prime rib roast at the end of the buffet line, our chef's are available to assist you.

Multiple Entree Services:

A multiple entree is two or more different entrees offered on a plated menu. Assigned seating is the easiest and most accurate method for serving multiple entrees. If you desire this service, we recommend that each guest is assigned a place and a color-coded dot is put on the place card indicating the guests' entree selection. A less accurate alternative to assigned seating is for each guest to be given a color-coded ticket to indicate their entree selection when they arrive at the registration table. The guest must place the colored ticket near their water glass to indicate the entree selection to the wait staff. Please allow additional service time for multiple entrees.

Meals with Limited Time for Service:

You should allow approximately one and one half hours for a full service plated or buffet meal. If time is limited we recommend that the salad and/or dessert be preset prior to your guests being seated. If speed is of the essence, avoid choosing multiple entree service for your meal as it does take longer. Most importantly, if you only have limited time for your meal service, please indicate this on your order so catering staff can be prepared.

Receptions:

Receptions include high quality paper products and can always be upgraded (see upgrade options). Attendants are required at receptions when both hot and cold food items will need to be replenished. An attendant will maintain the appearance of the buffet tables and see to your guests' needs. Attendants are required in all instances that food needs to be replenished. If they have not been ordered on your catering contract they will be automatically added. If you prefer to have hors d'oeuvres or beverages passed on trays, additional attendants can be provided upon request. Clients are charged \$22 per attendant per hour for actual hours of service, with a minimum of one hour, rounded up to the nearest hour.

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Buffet Meals:

Buffet and beverage tables will be set with linen and biodegradable products. Guests serve themselves the buffet and beverages. Catering staff will replenish the buffet table and assist guests as necessary. Linen can be provided for the dining tables at an additional cost. All buffets have one and one half hours of labor built into the price of the meal. If you require event service longer than one and one half hours, additional labor charges apply.