

## CATERING GUIDE

John Cunningham

**Food Services Manager** 

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## We Cater To You

Whether it's a small gathering, or a large party, Reedley College's Food Service Department will meet your needs with our full range of catering expertise. We pride ourselves on serving and hosting unforgettable experiences and surpassing expectations.

Although we have listed a variety of menu options, we welcome your ideas and suggestions. We will work with you to create a customized menu that will ensure a pleasurable experience.

On behalf of the Reedley College Food Service Staff, we thank you for your interest in our catering services and look forward to working with you. To contact me directly, please call (559) 494-0321 or send an email to john.cunningham@reedleycollege.edu.

Kind regards,

John Cunningham

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# General Information



**Guest Guarantee:** We require a final count of guests attending 48 hours or 2 working days prior to the event, whichever is greater. This count is your guaranteed number. On the invoice, you will be charged for your guaranteed number or the actual number of attending guests, whichever is greater.

**Payment in Advance:** Organizations apart from the College will be required to pay 50% of the event cost at least one week prior to the date of the event. The remaining balance will be due and payable on the day of the event.

**Cancellation Charges:** There will be no charge for events that are cancelled <u>a minimum</u> of 48 hours in advance. Events that are cancelled <u>within</u> 48 hours of the event will be subject to cancellation costs.

*Customized Menus:* Special requests are welcomed and encouraged. We will work with you to tailor our services to your specifications.

Sales Tax: As required by law, all applicable taxes will be added to the final bill.

**Room Rental:** If you desire to have the event on the Reedley College campus, contact the Reedley College main line at (559) 638-0300 and speak with the office assistant. We have an assorted variety rooms with different sizes and layouts available to accommodate small and large groups. Room arrangements regarding audio and sound, design, and layout requested need to be explained on the required Facility Request Form.

**What Is Included:** (On-site catering) We will provide all serving table linens, table settings and appropriate condiments at no additional cost.

**Leftover Food:** Health Department regulations prohibit removal of any leftover food from a catered event. These regulations are in place to protect you from the risk of food borne illness due to improper food temperatures and handling.

**Staff and Personnel:** Our highly trained staff will give you the personal attention you deserve ensuring that your unique event, whether large or small, is pleasing to all who attend.

Event food at Reedley College may not be purchased through an outside vendor without the permission of the Food Services Manager at Reedley College. Due to insurance liabilities, Reedley College Food Services cannot allow any person or group to bring in their own food and beverages to an event catered by Reedley College Food Service.

# Event Planning Guidelines

### Follow these guidelines to ensure smooth planning:

## **Solution**

If you plan on having your catered event on campus, please contact Rosa Rios at (559) 638-0300 for assistance in reserving a room that suits your needs. Off-campus delivery is available at an additional cost.

## **Solution** Delivery Schedule One Way

Reedley	\$35.00
Parlier, Dinuba, Orange Cove, Kingsburg, Selma, Sanger	\$45.00
Fresno, Clovis, Visalia	\$60.00

## Type of Event

We offer a large variety of options for your event, from small meetings with assorted snacks and beverages to larger receptions with linens, formal place settings, chocolate fountains and much more. You may furnish your own upscale decorations, such as floral arrangements, special linens and table settings. Having a general idea of your budget and the type of event being held would be very beneficial prior to inquiring on catering services.

#### **Solution** Contact Food Services

To ensure enough time for proper planning and product availability, it is recommended that the Catering Office be contacted 10 days prior to your event. We require that all catering requests be made at least two days in advance at (559) 638-0321 or via email at john.cunningham@reedleycollege.edu.

## **ॐ** Keep in Mind

Although many events may be easily coordinated over the phone, we highly encourage meeting with our clients, especially if the venue is one outside of the college campus.





## Breakfast Selections

## Available to groups of ten or more

### **9** COFFEE BREAK

Assorted Fresh Pastries, Coffee \$6.50 per person

### **SOLUTION STATE OF CONTINENTAL BREAKFAST**

Assorted Fresh Baked Pastries, Fresh-Cut Fruit, Orange Juice, Coffee \$11.50 per person

## **❤** HEALTHY START BREAKFAST

Assorted Fresh Baked Pastries, Yogurt, Granola, Fresh Fruit, Orange Juice, Coffee \$12.75 per person

### **SOUNTRY BREAKFAST BUFFET**

Scrambled Eggs, Choice of Bacon or Sausage, Breakfast Potatoes with Bell Pepper & Onion, Biscuit & Gravy, Orange Juice, Coffee \$16.25 per person

#### S BREAKFAST BURRITOS

Egg, Potato, Cheese, and Choice of Bacon or Sausage wrapped in a 10" Flour Tortilla and served with Salsa \$8.50 each

## Deli Selections



## **SANDWICHES, WRAPS & SALADS**

Available to groups of ten or more

### SANDWICH /WRAP BOX LUNCH - \$16.25 each

Includes your choice of Sandwich (Croissant or 6" Sub) or Wrap with Cream Cheese Spread, Bag of Chips, Fresh Fruit, Fresh Baked Cookie, and your choice of a Bottled Water or Canned Soda.

Flavor Choices: Ham, Turkey, Roast Beef, Chicken Salad, Tuna Salad or Roasted Vegetables

## SALAD BOX LUNCH - \$16.25 each

Includes your choice of Salad, Breadstick, Fresh Fruit, Fresh Baked Cookie, and your choice of a Bottled Water or Canned Soda.

Salad Choices: Grilled Chicken Salad, Chicken Caesar Salad or Garden Salad

## SOUP, SALAD & SANDWICH - \$16.25 per person

Includes Vegetable Soup, Half Sandwich and a Salad (Garden or Fruit)
Fresh Baked Cookie, Your Choice of Bottled Water or Canned Soda

# Buffet Meal Service



## Available to groups of fifteen or more

## See BEEF SELECTIONS - \$22.50 per person

Beef Medallions Santa Marla Style Tri Tip Deep Pit Beef

### PORK SELECTIONS - \$18.75 per person

Carved Pork Tenderloin with Seasonal Glaze Smoked Pork Spare Ribs Pulled Pork

## **CHICKEN SELECTIONS** - \$18.75 per person

Lemon Pepper Chicken Breast Chicken Cordon Bleu with Mornay Sauce Chicken Breast with Spinach & Sundried Tomato Cream Sauce Grilled Rosemary Balsamic Chicken

**Meals above include:** Tossed Green Salad, Choice of Salad Dressing, Seasonal Vegetable, Starch (rice, potato or pasta) and Dinner Rolls with Butter.

Additional entrees are \$4.00 per person. Meal pricing is at the higher priced selection.

#### **ॐ** BACKYARD BBQ

Hamburgers, Hot Dogs, Chips, Fruit Wedge (Includes fixings) - \$13.75 per person

#### **ITALIAN SELECTIONS** - \$16.25 per person

Beef or Vegetarian Lasagna Spaghetti & Meatballs
Roasted Vegetable Penne Chicken Alfredo with Penne

Assorted Pizza Buffet

Italian Meals Include Green Salad or Caesar Salad, and Rolls and Butter or Bread Sticks

## ASIAN-INSPIRED SELECTIONS - \$15.00 per person

Teriyaki Chicken or Orange Chicken
Asian Meals include Steamed White Rice, Steamed Vegetables and a Vegetarian Spring Roll

## Saco Bar - \$15.00 per person

Corn & Flour Tortillas, Beef, Chicken, Sautéed Vegetables, Beans & Rice, Assorted Toppings, Chips and Salsa.

Beverages and Desserts are available at an additional cost.

# Refreshments





#### **9 GOURMET COOKIE SERVICE**

**Assorted Gourmet Cookies** Iced Water, Iced Tea, Lemonade or Punch \$5.75 per person

#### **SOLUTION SERVICE**

Pie, Cake, Cobbler or Dessert Bars Iced Water, Iced Tea, Lemonade or Punch \$7.50 per person Add Vanilla Ice Cream - \$3.00 per person

#### **BEVERAGES**

Regular / Decaf Coffee \$21.25 per gallon \$12.50 per gallon Hot Chocolate Iced Tea \$10.00 per gallon Punch or Lemonade \$8.75 per gallon Orange Juice \$13.75 per gallon **Canned Sodas** \$2.00 each **Bottled Water** \$2.25 each

## Hors d'Deuvres



HOT	COLD

Meatballs Sweet & Sour, Marinara, Dill Sauce	\$80.00	≫ Bruschetta with Crustini	\$65.00
<b>&gt;&gt; Chicken Wings</b>	\$115.00	Hummus with Pita Bread	\$80.00
Buffalo, Teriyaki or BBQ	Ş113.00	Trays serve approximately 25	
Seanut Sauce, Teriyaki, BBQ	\$125.00	Mini Wrap Sandwiches - 24 pieces	\$75.00
> Pot Stickers with Dipping Sauce	\$125.00	≫ Mini Sub Sandwiches - 24 pieces	\$75.00
Pork, Chicken or Vegetable			
> Vegetarian Spring Rolls	\$95.00	Large	\$95.00
With Dipping Sauce	755.00	Small	\$60.00
> Taquitos with Salsa, Guacamole	\$125.00	Fresh Fruit Tray	
Beef or Chicken		Large	\$115.00
	4	Small	\$65.00
Artichoke Dip with Crustini	\$125.00		
		Sheese & Cracker Tray	6425.00
Hot trays serve approximately 35 people		Large Small	\$125.00 \$100.00
That trays serve approximately 35 people		Silidii	\$100.00
		→ Fruit & Cheese Tray	
		Large	\$125.00
		Small	\$100.00
		→ Antipasto Platter	
		Large	\$125.00
		Small	\$100.00
		Large Cold Trays serve approximately 45 people	

#### **≫** Appetizer Service

Two Hot Choices & Two Cold Choices \$12.50 per person
Served with Coffee, Iced Tea, & Lemonade. Includes Disposable Plates, Cutlery, Napkins & Cups
Add Cookies and Brownies to Appetizer Service \$2.50 per person

Small Cold Trays serve approximately 20 people



## A La Carte

Plates, Disposable Cutlery, Napkins and Cups are available at an additional fee.

Deep Pit Beef, per pound 5 Pound Minimum	\$30.00	Ranch Style Green Beans  22-25 Servings per order	\$50.00
Santa Maria Style Tri Tip, per pound 5 Pound Minimum	\$30.00	Mashed Potatoes 30-32 Servings per order	\$55.00
<b>ॐ</b> Lasagna		❤ Brown Gravy	\$11.25
Half Pan (serves 12) Full Pan (serves 24)	\$65.00 \$100.00	Quart	
		Scalloped Potatoes	\$85.00
Chicken Tortilla Casserole		24-30 Servings per order	
Half Pan (serves 12) Full Pan (serves 24)	\$60.00 \$85.00	❤ Rice Pilaf	
100 0		Serves 100	\$125.00
<b>9</b> Pizza	40-00	Serves 50 Serves 25	\$75.00 \$60.00
16 inch Pizza One Topping 16 inch Pizza Combination	\$25.00 \$30.00	Serves 25	\$60.00
16 IIICII Pizza Combination	\$50.00	10:	
See Calzone with Marinara Sauce	\$11.25	Macaroni & Cheese Serves 25	\$150.00
Seerocks, per dozen	\$50.00	Salads  Per pound	\$12.00
See Croissant Sandwiches, each	\$10.00	Tossed Green Salad with Tomatoes & Cucumbers, Macaroni Salad, Potato Salad, Pasta Salad, Cole Slaw	
Sub Sandwiches			
6"	\$10.00	Salad Dressings	\$13.00
12"	\$15.00	Per quart Ranch, Balsamic Vignette and Thousa	and Island
		Secondiments	
		Butter Chips, per pound	\$13.00
		Fresh Salsa, per quart	\$18.75
		Santa Maria Seasoning, per pound	\$15.00

# Bakery Items



#### **Solution** Gourmet Cookies

1.5 oz. Oatmeal-Raisin, Sugar, Chocolate Chip, Peanut Butter, Chocolate Chunk, White Chocolate Macadamia Nut & Snickerdoodle

\$20.00/dozen

Sugar Cookies Rolled, Cut & Decorated \$35.00/dozen

#### Standard Cookies

.67 oz. Chocolate Chip, Snickerdoodle, Sugar Cookies with or without Sprinkles \$11.00/dozen

#### Sheet Cakes

FLAVORS: White, Devil's Food, Red Velvet, German Chocolate, Carrot

Half Sheet \$55.00
Quarter Sheet \$35.00
Decorations available at an additional cost.

#### See Pies → P

(Pies are 9" and will serve 6 to 8) Pumpkin, Lemon Meringue, Coconut, Cherry, Apple, Peach, Mixed Berry, Pecan, Chocolate Cream, Banana Cream

\$22.50/each

#### Strawberry Pizza

Full Sheet (Seasonal) \$140.00 Half Sheet (Seasonal) \$85.00

#### **Sweet Dreams**

Ghirardelli Brownies or Chocolate Drizzled Rice Krispy Treats (3 dozen minimum) \$20.00/dozen

Assorted Cupcakes \$28.00/dozen

#### **№** Cobbler

Mixed Berry, Apple, Peach (10x12)

\$60.00/each

#### **№** Cheesecake

12 slices \$75.00/each New York Style, Oreo, Caramel Turtle, White Chocolate Raspberry, Apple Strudel

#### Pastries

Jumbo Cinnamon Rolls
with Cream Cheese Frosting

Jumbo Sticky Buns with Nuts

Pumpkin Bread

Banana Nut Bread

\$18.75/each
\$18.75/each

#### ≫ Breads

Dinner Rolls/ White	\$9.00/dozen
Cloverleaf Rolls	\$13.50/dozen
French Bread with Garlic Butter - 24	4" \$8.50/each