



CATERING GUIDE

WELCOME



Treat yourself and dazzle your guests at your next event with catering by Elinor Collegiate Dining catering services.

Offering everything from morning breakfast baskets to full event planning, our catering professionals will assist you in selecting one of our special options or design an original custom menu tailored to your specific needs, and our professionals will take care of all the details to make your next event memorable.

Elinor Collegiate Dining catering services has achieved the reputation of being one of the premiere catering services in this region. We continue our tradition by offering only the freshest ingredients and creative menus, on campus. We are privileged to extend our services to the rest of the community.

We certainly want your event to provide an everlasting memory of fabulous food, excellent service, and an ambiance that is beyond your expectations.

GENERAL INFORMATION

Catering Services

Our catering service requests vary widely. Tabletop linens and skirting for the food table(s), disposable ware (unless otherwise specified) plus delivery, set up and retrieval are included in all delivered continental breakfast, business lunches, coffee & beverage breaks and other side-table, drop-off type requests.

Waiter/waitress service is not included in drop-off services. Your order will be delivered and retrieved at the times indicated on your signed Catering Event Order. Events requiring table service will be served on China using stainless flatware and glassware with all dining tables being linen-covered. Consult with one of our Catering Coordinator to add additional services.

Prices & Menu

Our menu prices are based on current market conditions. We reserve the right to make changes when necessary. Price quotations will be guaranteed 30 days prior to the event. Prices do not include state sales taxes when applicable.

Confirmations & Guarantees

All Catering Event Order Forms must be signed and sent back to the catering office within 72 hours of your event. Final guarantees for the number of attendants at the event must be received at least 3 business days prior to your function so that we can make final arrangements. For your convenience, we will prepare to serve 10% over the guaranteed number. In the event that the guarantee is not received within the time requested, the bill will be prepared based on the initial number of guests anticipated on the signed Catering Event Order.

Staffing Fees

Staffing is included in service events that include China table service, full buffet service or formal receptions. You may request to have a server present to attend to your event in which service personnel are not normally included. The Catering Coordinator will advise you when there will be a \$20 per server per hour fee (from stated delivery to pick up times). Please inquire when booking your function.

Client Responsibilities

Clients are responsible for reserving the room in which the catered event is to be held. All room preparations must be made by the client, this includes responsibility for tables and chairs delivery and arrangement with Physical Plant or other campus representatives or by direct contact with a local rental company, prior to the event. This will ensure the catering setup is completed on time. Any arrangements not made by client—left to or requested of catering services—will be subject to additional service charges. On campus personnel are required to adhere to the campus policy of completing and submitting orders using the Catering Event Order Form, including providing the appropriate P-Card Visa number for advance approval. Non-campus clients are to discuss payment arrangements with the Catering Coordinator at the time of booking each event.

Contact Information

540.332.7083

Rodney.faris@elior-na.com

Rodney Faris

Catering Coordinator

Elior Collegiate Dining

BREAKFAST



The following breakfast packages are setup buffet style (self-service) that include paper and plastic service, linens for buffet tables, thermal beverage servers and serving utensils.

COFFEE STATION

Coffee

Water

Tea

Juice

CONTINENTAL BREAKFAST

Freshly Baked Breakfast Pastries/Muffins

Yogurt-Fresh Fruit

Assorted Juices

Dark Roast Regular

Assorted Teas

BOXED LUNCH

SANDWICHES

EXPRESS BOX LUNCHES

All box lunches include chips-fresh fruit a composite salad of our choice, fresh baked brownie or cookie, soda and water.

TURKEY CROISSANT

Shaved Oved Roasted Turkey
Provolone
Lettuce
Tomato

HAM & SWISS CROISSANT

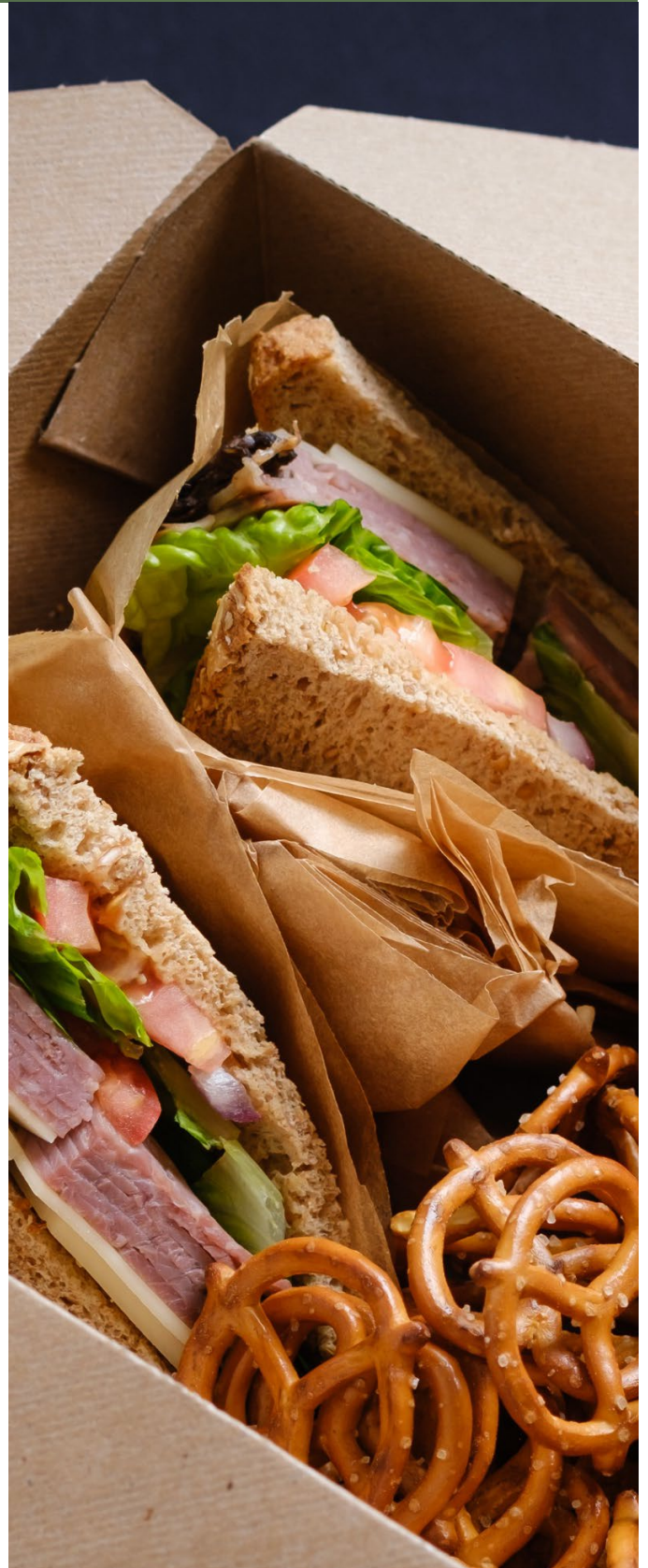
Shaved Ham
Swiss
Lettuce
Tomato

CHICKEN SALAD

House Made Chicken Salad
Choice of Bread
Lettuce
Tomato

ITALIAN CIABATTA

Shaved Salami
Ham
Provolone
Banana Peppers
Lettuce
Tomato
Italian Vinaigrette



BOXED LUNCH

SALADS

EXPRESS BOX LUNCHES

All box lunches include chips-fresh fruit a composite salad of our choice, fresh baked brownie or cookie, soda and water.

CHEF SALAD

Greens, Turkey, Ham, Tomato, Onion, Cucumber, Banana Peppers, Egg, Cheese, Bell Peppers, Olives With Choice Of Italian, Ranch, Thousand Island, French Or Balsamic Dressing

CAESER SALAD

Romaine Hearts, Parmesan, Croutons & Creamy Caesar Dressing

GARDEN SALAD

Greens, Tomato, Cucumber, Onion With Choice Of Italian, Ranch, Thousand Island, French Or Balsamic Dressing



ASSORTED BUFFETS



BAKED POTATO BAR

Baked Potato
Steamed Broccoli
Seasoned Beef or Chicken Chili
Cheese
Sour Cream
Bacon
Tossed Garden Salad
Dessert

TACO BAR

Chicken, Beef, or Veggies
Rice
Seasoned Beans
Cheese
Salsa
Sour Cream
Black Bean & Corn Salad
Dessert

ITALIAN

Pasta
Marinara, Alfredo, & Pesto Cream Sauces
Chicken Strips
Meatballs
Italian Sausage
Steamed Broccoli
Sauteed Mushrooms
Tossed Garden Salad
Garlic Bread Sticks or Dinner Rolls