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Where Virginia Meets The Warld

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## BEVERAGES

- Water Cooler w/Cups .\$60.00 PER Unit/PER DAY
- (5) Gallon Water Jug \$35.00 PER JUG
- Premium Coffee \& Hot Teas ( 10 servings per gallon) .\$55.00 PER GALLON
- Iced Tea, Lemonade or Fruit Punch ( 15 Servings per gallon) .\$30.00 PER GALLON
- Seasonal Infused Filtered Water (15 Servings per gallon) \$20.00 PER GALLON
- Iced Water Service ( 15 SERVings per gallon) \$15.00 Per GALLON
- Soft Drinks, Juice, or Water .\$3.00 EACH
- Gatorade . $\$ 3.50 \mathrm{EACH}$


## Beverage Packages

HALF DAY BEVERAGE SERVICE | MAXIMUM (4) HOURS SERVICE
 SIX HOUR BEVERAGE SERVICE | MAXIMUM (6) HOURS SERVICE
REGULAR COFFEE, DECAFFEINATED COFFEE, HOT TEA, SOFT DRINKS \& BOTTLED WATER . 13.50 PER PERSON

FULL DAY BEVERAGE SERVICE | MAXIMUM (8) HOURS SERVICE
REGULAR COFFEE, DECAFFEINATED COFFEE, HOT TEA, SOFT DRINKS \& BOTTLED WATER \$18.00 PER PERSON

## A' LA CARTE

## PASTRIES, BAKED GOODS, \& PIZZA

- Assorted Cookie Platter .\$34.00 Per Dozen
- Gluten Friendly Cookie Platter (1 dozen minimum) \$40.00 Per Dozen
- Assorted Breakfast Pastry Platter \$38.00 Per Dozen
- Bagels \& Cream Cheese Platter \$37.75 Per Dozen
- Pretzel Bites w/ Mustard \& Cheese \$6.50 Per Person
- Pizza per Pie (combination of Cheese, Pepperoni, \& Veggie - 8 slices per pie) .....  21.50 PER PIE
SWEET \& HEALTHY
- Whole Fruit . 2.00 EACH
- Granola Bars ..... \$2.75 EAch
- Individual Yogurts \$2.50 EACH
- Farmers Market Crudities' Platter \$5.75 Per Person
- Cheese \& Cracker Platter ..... \$5.00 Per Person
- Fresh Seasonal Fruit Platter \$6.00 Per Person
- Fruit, Cheese \& Crudities' Platter ..... \$12.50 Per Person
GRAB \& GO
- BAGGED CHIPS ..... $\$ 2.00$ EACH
- CANDY BARS ..... \$3.00 EAch
- INDIVIDUAL TRAIL MIX ..... \$2.75 EACH
- Gluten Friendly Dessert bar ..... $\$ 4.75 \mathrm{EACH}$


## BREAK PACKAGES

> ALL PACKAGES INCLUDE THE FOLLOWING:
> Beverages, Coffee \& Hot Water Service for Tea.
> Package pricing based on (30) minutes of service.

Additional time will incur additional fees starting at $\$ 1.75$ per person per 30minute period

## FRESH POPCORN

- Freshly Popped Popcorn with Flavored Shakers
.\$4.25 Per Person
***Attendant required at \$35 per attendant per (150) People


## HEALTHIER HABITS

- Granola Bars, Seasonal Fruit Cup, \& Yogurts
\$8.25 Per Person


## SNACK TIME

- Assorted Bagged Chips, Pretzels, Popcorn, \& Cookies
\$8.75 Per Person


## SWEET STREET

- Assorted Sweet Treats \& Baked Goods


## GLUTEN FRIENDLY TREATS

- ASK your catering manager about gluten friendly options


## CONTINENTAL BREAKFAST

> ALL PACKAGES INCLUDE THE FOLLOWING:
> Juice, Ice Water, Coffee, \& Hot Water Service for Tea.
> Pricing is Based on a maximum of (2) Hours of Service.
> Additional time will incur additional fees.
> For Additional Items please see the A La Carte menu on Page (2)
> or the Breakfast Enhancement menu on Page (7)
> Additional cost for Gluten Friendly bread options

## QUICK NOSH

- Assorted Muffins with Jellies/Jams, Assorted Pastries, \& Whole Fruit


## JUMP START

- Assorted Bagels with Cream Cheese, Assorted Pastries, Breakfast Breads, Jellies/Jams \& Butter, \& Seasonal Fruit Platter \$13.50 Per Person


## RISE \& SHINE

- Yogurt Parfaits, Assorted Local Pastries, \& Seasonal Fruit Platter



## BREAKFAST BUFFET

## ALL PACKAGES INCLUDE THE FOLLOWING: Juice, Iced Water, Coffee \& Hot Water Service for Tea Pricing Based on a maximum of (2) Hours of Service Additional time will incur additional fees.

## THE EARLY BYRD

- Assorted Breakfast Breads, Homestyle Buttermilk Biscuits, Jellies/Jams, Butter, Seasonal Fresh Fruit Platter, Scrambled Eggs, Seasoned Potatoes, House Bacon, \& Sausage
\$22.50 Per Person


## THE VIRGINIA SUNRISE

- Corn Muffin, Homestyle Biscuits, Buttermilk Pancakes, Seasonal Fruit Platter, Scrambled Eggs, Seasoned Potatoes, House Bacon \& Sausage \$23.25 Per Person


## THE RICHMOND

- Assorted Breakfast Breads \& Pastries w/ Jellies, Jams \& Butter, House-made Granola with Yogurt, Seasonal Fresh Fruit Platter, Scrambled Eggs, \& Virginia Honey Ham
\$24.50 Per Person


## PLATED BREAKFAST

## ALL PLATED BREAKFAST MEALS INCLUDE THE FOLLOWING:

Fresh Fruit Cup, Juice, Iced Water, Coffee \& Hot Water Service for Tea, Jellies, Jams, \& Whipped Butter
Pricing Based on a maximum of (2) Hours of Service Additional time will incur additional fees

## SIMPLE MORNINGS

- Scrambled Eggs, Seasoned Potatoes, \& House Bacon or Sausage, \& Homestyle Buttermilk biscuit . 17.25 Per Person


## UP AND AT 'EM

- Western Scrambled Eggs with Sauteed Peppers, Onions \& Diced Ham, with Seasoned Potatoes,
- \& House bacon or Sausage, \& Homestyle Buttermilk Biscuit
. 18.75 PER PERSON


## DAY BREAK

- Vegetable Quiche or Quiche Lorraine, Seasoned Potatoes, and House bacon or Sausage, \& Homestyle Buttermilk Biscuit
. $\$ 21.00$ PER PERSON


## GLUTEN FRIENDLY OPTION/VEGAN OPTION

- Ask your Catering Manager about our Gluten Friendly \& Vegan options.


## BREAKFAST ENHANCEMENTS

> The items listed below are priced as an Enhancement to a Plated, Continental, or Buffet Meal If ordered a la carte, pricing is subject to change Minimum of (25) guests with a maximum of (2) hours service

## BREAKFAST ADD-ONS

- EgG \& Cheese Croissant ................................................................................................... $\$ 4.75$ Each
- Sausage, EgG \& Cheese Croissant ..................................................................................... $\$ 5.25$ Each
- Bacon, EgG \& Cheese Croissant ....................................................................................... $\$ 5.75$ EACh


## SIDES

- Pork Sausage (2) Pieces ....................................................................................... $\$ 3.25$ Per Person
- Turkey Sausage (2) Pieces .................................................................................... $\$ 4.25$ Per Person
- Bacon (3) Strips
\$3.75 Per Person
- Vegetable EgG Tarts ........................................................................................................ $\$ 3.50$ Each
- Fresh Scrambled EgGs ....................................................................................... \$4.00 Per Person
- Biscuits \& Sausage Gravy ................................................................................... $\$ 4.00$ Per Person
- Seasoned Breakfast potatoes ............................................................................... $\$ 3.00$ Per Person
- Cheddar Cheese Grits .........................................................................................\$3.25 Per Person
- Maple French Toast ........................................................................................... . $\$ 4.25$ Per Person


## STATIONS

*** Chef attendant required at \$90 Per attendant Per (100) people

## WAFFLE STATIONS

- Maple Syrup, Butter, Berry Compote, \& Whipped Cream
. 4.50 Per Person


## MADE TO ORDER OMELET STATION

*** (2) Chef attendants required at $\$ 90.00$ each per (100) people

- Diced Ham, Shredded Cheddar Cheese, Sliced Mushrooms, Diced Onions, \& Diced Tomatoes


## BOX LUNCH

> ALL BOXED LUNCHES INCLUDE THE FOLLOWING:
> Sweet Treat, Chips, \& Bottled Beverage
> Pricing Based on a maximum of (90) Minutes of Service.
> Additional time will incur additional fees.
> A Minimum of (5) types of Boxed Meals must be ordered for groups of 100 or less
ROAST BEEF SANDWICH

- Roast Beef, Cheddar, Lettuce, \& Tomatoes ..... \$20.00 EACH
SMOKED TURKEY BLT SANDWICH
- Smoked Turkey, Garden Mix, Tomato, \& Bacon .....  $\$ 20.00 \mathrm{EACH}$
CHICKEN SALAD SANDWICH
- Homestyle Chicken Salad on a Croissant with Lettuce, \& Tomatoes $\$ 20.00$ EACH
ITALIAN WRAP
- Salami, Mortadella, Capicola, Provolone, lettuce, \& Tomato ..... $\$ 20.00 \mathrm{EACH}$
CHICKEN CAESAR SALAD
- Grilled Chicken Breast, Romaine Lettuce, Parmesan Cheese, \& Caesar Dressing ..... $\$ 20.00$ EACH
PORTABELLA GARDEN SALAD
- Grilled Portabella, Mesclun \& Romaine Mix, Seasonal Vegetables, \& Balsamic Vinaigrette Dressing ..... $\$ 20.00$ EACH
HUMMUS \& ROASTED VEGGIE SANDWICH
- Housemade Hummus w/ Seasonal Roasted Veggies ..... $\$ 20.00$ EACH
POTATO OR PASTA SALAD, OR WHOLE FRUIT CAN BE ADDED FOR AN ADDITIONAL \$2.00 PER PERSON. ***GLUTEN FRIENDLY BREADS CAN BE SUBSTITUTED FOR AN ADDITIONAL \$2.75 PER BOXED MEAL


## PLATED LUNCH

> ALL PLATED LUNCH INCLUDE THE FOLLOWING:
> Iced Water, Iced Tea, Coffee, \& Hot Water Service for Tea (By Request),
> Garden Salad, Fresh Rolls with Butter,
> Accompanied by Chef's Choice Dessert.
> See Plated Vegetarian Offerings on Page (14)
> Pricing is Based on a maximum of (2) Hours of Service An additional fee of $\$ 1.75$ per person will accompany packages with more than 1 Main Entree selection (fee does not apply to Vegetarian selections).

## HERB CRUSTED CHICKEN

- Herb Roasted Chicken with a Demi-Glace, Mashed Potatoes \& Roasted Vegetable Medley
. $\mathbf{\$ 3 2 . 7 5}$ Per Person


## GRILLED SALMON

- Grilled Salmon with Lemon Beurre Blanc, Seasonal Roasted Vegetables, \& Whipped Mashed Potatoes
\$33.00 Per Person


## SHENANDOAH VALLEY CHICKEN

- Chicken Breast Stuffed with Virginia Ham, Fontina Cheese, \& Collard Greens, with Haricot Verts \& Garlic Herb Pilaf .\$33.25 Per Person


## RED WINE BRAISED BEEF

- Red Wine Braised Beef with a Mushroom \& Onion Demi-Glace, Garlic Parmesan Potatoes, Roasted Broccoli, \& Garnished with a Roasted Red Pepper Strip....................... $\$ 46.25$ Per Person



## PLATED LUNCH—ENTRÉE SALAD

ALL MEALS INCLUDE THE FOLLOWING:Iced Water, Iced Tea, Coffee \& Hot Water Servicefor Tea (By Request), Fresh Rolls with Butter,Accompanied by Chef's Choice Dessert.Pricing is Based on a maximum of (2) Hours of ServiceAdditional time will incur additional feesAn additional fee of $\$ 1.75$ per person will accompany packages with morethan 1 Main Entree selection (fee does not apply to Vegetarian selections).
CAESAR SALAD

- Chopped Romaine, Shaved Parmesan, Croutons, \& CaEsar Dressing on the Side** No Substitutions Can Be Made To The Caesar Salad**. 16.00 Per Person
CHEF'S SEASONAL SALAD
- Romaine \& Arcadia Lettuce, corn, sweet peas, carrots, cucumbers, \& tomatoes\$18.00 Per Person
MEDITERRANEAN SALAD- Chopped Romaine \& Mixed Greens, Kalamata Olives, Crumbled Feta, Cherry Tomatoes, ShavedRed Onions, \& Cucumbers. $\mathbf{2 0 . 0 0}$ Per Person
Salad Dressing Options: Balsamic Vinaigrette, Ranch, lemon Poppyseed, \& Italian
CHOICE OF PROTEIN AVAILABLE FOR AN ADDITIONAL COST:
- Grilled Lemon Chicken ..... \$8.00 Per Person
- Salmon ..... \$12.00 Per Person
- GRILLED STEAK ..... \$15.00 Per Person


## COLD LUNCH BUFFET

ALL BUFFETS INCLUDE THE FOLLOWING: Iced Water, Iced Tea, Coffee \& Hot Water Service for Tea Includes (1) Attendant Per (120) Attendees Pricing Based on a maximum of (2) Hours of service Additional time will incur additional fees

## GRAB \& GO COLD DELI BUFFET

- Bread Platter, Chicken Salad, ham, Roast Beef, Turkey, Assorted Sliced Cheeses, Leaf Lettuce, Sliced tomatoes, Mayo, Mustard, Pickle Spears, Pickled Vegetables, Garden Salad, Chips, \& an Assorted Cookie Platter .\$30.00 Per Person


## GRAB \& GO COLD DELI BUFFET - WRAPS \& SUB COMBO

- Chicken Caesar Wrap, Smoked Turkey wrap, hummus \& Roasted Veggie Wrap, turkey w/Provolone Sub, italian sub, \& ham \& cheddar sub, with Mayo, Mustard, Pickle Spears, Pickled Vegetables, Garden Salad, Chips, \& Assorted Cookie Platter
\$32.50 Per Person


## SALAD BAR

- Romaine Lettuce, Grilled Chicken, Tuna Salad, Broccoli, Carrots, Cucumbers, Bacon, Grape Tomatoes, Shredded Cheddar, Parmesan, Blue Cheese Crumbles, Croutons, Pepita Seeds, Dried Cranberries, Pasta Salad, Balsamic \& Ranch Dressing
.\$29.25 Per Person


## ENHANCEMENTS

Requires (1) attendant at $\$ 35.00$ each per (120) People

## SOUP DU JOUR

- Choice of one soup: Clam Chowder, Chicken Noodle, Southwest chicken, or tomato Bisque Soup, with Crackers \$5.00 Per Person


## HOT BUFFET

## ALL BUFFETS INCLUDE THE FOLLOWING: Iced Water, Iced Tea, Coffee \& Hot Water Service for Tea Includes (1) Attendant Per (120) Attendees Pricing Based on a maximum of (2) Hours of service Additional time will incur additional fees.

## LITTLE ITALY

- Grilled Lemon Chicken (GF), Cheese Ravioli with Pesto Alfredo Sauce, Ratatouille (V,Vg), Garlic Bread, Caesar Salad, \& Assorted Italian Desserts
\$30.50 Per Person


## TACO BAR

- Chipotle Spiced Beef \& Mojo Grilled Chicken Topped with peppers \& onions, Served with Soft Flour Tortillas, Yellow Rice, Refried Beans, Salsa Roja, Salsa Verde, Sour Cream, \& Cheddar Cheese, with Tri-color Tortilla Chips, Southwestern Salad in cilantro lime vinaigrette, \& Seasonal Latin Desserts
\$30.75 Per Person


## SOUTHERN CHARMER (choice of 2 protiens)

- Fried Chicken, Smoked Brisket, or Pulled Pork with Coleslaw \& Mini Potato Rolls, homestyle bbQ Sauce, Mac \& Cheese, String Beans, Corn Bread, Garden Salad, \& Seasonal pies
\$32.00 Per Person


## THE TRADITIONAL

- Chicken Piccata, Baked Salmon, Flame roasted Potatoes, Seasonal Vegetable Medley, Garden Salad, Rolls, \& Assorted Dessert Bistro Cakes


## JACKSON WARD BBQ PIT

- TeXAS beef brisket, dry rubbed bbQ chicken, potato salad, garlic green beans,
peach cobbler or seasonal pies .................................................................... $\$ 37.00$ Per Person



## PLATED DINNER

ALL MEALS INCLUDE THE FOLLOWING:<br>Garden Salad, Fresh Rolls with Butter, Iced Water, Iced Tea, Coffee \& Hot Water for Tea Service (By Request), Choice of Dessert on Page (15)<br>See Plated Vegetarian Offerings on Page (14)<br>Pricing Based on a Maximum of (2) Hours of Service<br>Additional time will incur additional fees

An additional fee of $\$ 1.75$ per person will accompany packages with more than 1 Main Entree selection (fee does not apply to Vegetarian selections).

## HERB ROASTED CHICKEN



## WHITE WINE BRAISED CHICKEN

- Pan Roasted Chicken Breast in a White Wine Sauce with Tomatoes \& Capers, Topped with Lemon, Parsley, \& Garlic, Served with Rice Pilaf, \& Roasted Vegetables
.\$36.75 Per Person


## CHESAPEAKE CRAB CAKES

- 2 (3oz) Crab Cakes, Red Skin Mashed Potatoes, \& Roasted Seasonal Vegetables
. $\$ 42.00$ Per Person


## STUFFED SALMON

- Crab Stuffed Salmon, Haricots Verts, \& Honey Roasted Butternut Squash
. 45.00 Per Person


## FILET WITH BOURSIN PEPPERCORN SAUCE

- (5oz) Angus Filet with a boursin Cream \& Peppercorn Sauce, Whipped Buttermilk potatoes, bourbon Glazed Carrots \& Charred Broccoli ................................................... $\$ 50.00$ Per Person


## GRILLED STEAK \& HERB ROASTED CHICKEN DUO

- Grilled Steak \& Herb Roasted Chicken Breast with Demi-Glace, Whipped Garlic, Mashed potatoes, \& Roasted Broccoli.
. 52.00 Per Person


## PLATED VEGETARIAN ENTRÉE

ALL MEALS INCLUDE THE FOLLOWING: Iced Water, Iced Tea, Coffee \& Hot Water for Tea Service (By Request),<br>Garden Salad, Fresh Rolls with Butter, Dessert Selected for Main Meal or a Seasonal Fruit Plate. Pricing Based on a Maximum of (2) Hours of Service Additional time will incur additional fees.<br>All Vegetarian Entree are priced the same as the selected Main Entree. An additional fee of $\$ 1.75$ per person will accompany packages with more than 1 Main Entree selection (fee does not apply to Vegetarian selections).

## BLACK BEAN CAKE——/VG/GF

- Topped with Roasted Vegetable Salsa, On a Roasted Red Pepper Coulis, Drizzled with Balsamic glaze


## STUFFED MUSHROOM——/VG/GF

- Portabella Mushroom Stuffed with Zucchini, Squash, Red Bell Pepper, \& Spinach, with Red Pepper Coulis


## EGGPLANT PARMESAN—VEGETARIAN ONLY

- Eggplant with Ricotta \& Mozzarella Cheese Topped with House-made Marinara accompanied with Chef's Choice Vegetable


## CRISPY BANGKOK TOFU——V/VG/GF

- Flash Fried Tofu tossed in a Thai Chili Sauce with Basmati Rice



## PLATED DINNER DESSERT

## INCLUDED WITH PLATED ENTREE PICK (1)

- Carrot Cake
- Chocolate Cake
- Lemon Raspberry Cake
- Red Velvet Mini
- Strawberry Cake


## UPGRADED DESSERTS - ADDITIONAL \$ 1.00 PER PERSON

- Vanilla Bourbon Cake MINI
- Passion Fruit Tartlett
- Raspberry Swirl Cheesecake Mini
- Key Lime Cheesecake Mini


## PREMIUM DESSERTS - ADDITIONAL COST PER PERSON

- Crustless Cheesecake - (GF)
- Chocolate Dome Cake - (GF) ............................................................................... $\$ 11.25$ Per Person
- Vegan Chocolate Mousse Cake - (V, VG, GF) \$12.50 Per Person
- ASSorted Gourmet Individual Petite Fours Plate . 13.25 Per Person


## HORS D'OEUVRES

MINIMUM ORDER OF (50) PIECES EACHPricing Based on a maximum of (2.5) Hours of ServiceAdditional food service time will incur additional feesVegetarian (V), Vegan (VG), \& Gluten Friendly (GF) Items are Identified
COLD HORS D'OEUVRES

- Fresh Bruschetta on Crostini - V (500 maximum order) ..... \$2.50 PER PIECE
- Filet Crostini \& Horseradish (500 Maximum order ..... \$3.00 PER PIECE
- Jumbo Shrimp Cocktail (300 Guest Maximum) not available for passing ..... \$3.50 Per Piece
- Antipasto Kabobs - V ..... \$5.75 PER PIECE
HOT HORS D'OEUVRES
- Buffalo Chicken Spring Roll \$2.75 Per Piece
- Braised Short Rib \& Manchego Empanada \$2.75 Per Piece
- SPANAKOPITA - V ..... \$2.75 Per Piece
- Peking Roasted Duck Spring Roll ..... \$2.75 Per Piece
- Vegetable Tiki - VG, GF .....  2.75 Per Piece
- Brandied Peach \& Brie Puff - V ..... \$2.75 Per Piece
- Teriyaki Meatballs \$2.75 Per Piece
- mushroom Cap Stuffed w/ Italian Sausage \$2.75 Per Piece
- Mac \& Cheese Popper - V. ..... \$3.00 Per Piece
- Chili lime Chicken Kabob w/ Peppers \& Spanish Onion \$3.00 Per Piece
- Mini Crab Cake .\$3.25 Per Piece
- Chicken \& Waffle Stack w/ Chipotle Aioli ..... \$3.25 Per Piece
- Mini American Wagyu Burger w/ American Cheese ..... \$4.00 Per Piece
- Malibu Coconut shrimp w/rum batter .....  $\$ 4.00$ Per Piece
- Slab Bacon Skewer w/ vanilla Bourbon Sauce - GF. \$4.50 Per Piece


## DISPLAYS

## SHOULD BE PURCHASED IN CONJUNCTION WITH OTHER RECEPTION ITEMS MINIMUM ORDER FOR 25 PEOPLE

MULTI-COLORED TORTILLA CHIPS DISPLAY- with Salsa Verde, Pico De Gallo, \& Queso.\$5.00PER PERSON
FARMERS MARKET CRUDITÉ DISPLAY

- Broccoli, Cauliflower, Carrots, Zucchini Sticks, \& Grape Tomatoes, with Blue Cheese \& Ranch ..... \$5.75 Per Person
FRESH SEASONAL FRUIT DISPLAY
\$6.00 Per Person
CHEF'S CHARCUTERIE BOARD DISPLAY
- with Assorted Meats, Cheeses, Crackers, \& Flat Breads ..... \$8.00 Per Person
FLAT BREAD PIZZA DISPLAY PICK (2)
- Pepperoni, bacon Jam w/ Spinach \& Glazed Portabella, bBQ Chicken, Vegetarian\$8.50 Per Person
MAC \& CHEESE BAR DISPLAY
- ***MUSt be purchased with other reception items | 3 Cheese Mac, Alfredo Mac,Buffalo Chicken, Broccoli, Crispy Onions, Green Onions, Sauteed Mushrooms, Smoked Kielbasa,\& Bacon Crumbles


## WING DISPLAY

- *** must be purchased with other reception items \| Seasoned Party Wings served with bbQ Sauce, buffalo Sauce, Carrots, Celery, Ranch, \& Blue Cheese Dressing


## CARVING STATIONS

## MINIMUM ORDER OF (50)

Requires a Chef Attendant at $\$ 90$ each
(1) attendant per (100) people recommended Must be purchased in conjunction with other Reception items Pricings based on (90) Minutes of Service Maximum

## STUFFED PORK LOIN

- Whole Mustard, Homestyle Gravy, \& Fresh rolls .............................................. $\$ 8.00$ Per Person


## HERB CRUSTED BEEF

- Au Jus, Whole Grain Mustard, Chopped Fresh Garlic, rosemary \& Thyme, with Fresh Rolls
\$12.00 Per Person


## CITRUS BRINED TURKEY BREAST

- Citrus Brined Stuffed Turkey Breast with Cranberry Relish, \& a Colonial Popover
\$13.50 Per Person


## SMOKED BEEF BRISKET

- With Local Lager BBQ Sauce, Horseradish Cream Sauce \& Fresh Rolls



## DESSERT STATIONS

## ***SHOULD BE PURCHASED WITH OTHER RECEPTION ITEMS

## MINI DESSERT SHOOTER ASSORTMENT

- Tiramisu, lemon Meringue, Chocolate Ganache, \& raspberry
\$6.00 Per Person


## CHEF'S DESSERT TABLE

- An Assortment of Seasonal Cakes \& Sweet Treats
\$8.25 Per Person


## CUPCAKE STATION

- Chefs Choice Assorted Cupcakes (1) Per Person
\$6.75 Per Person
- Chefs Choice Assorted Cupcakes (2) Per Person
\$13.75 Per Person



## CASH BAR

Cash Bar Set Up (4) Hour Maximum $\$ 175.00$ Includes (1) Cashier \& (1) Bartender Menu Based on Availability of Product (1) Bar Per (100-125 People)

## PREMIUM BRAND SPIRITS

- Absolut Vodka, Tanqueray gin, Bacardi Rum, Captain Morgan Spiced Rum, Jim Beam Bourbon, Jack Daniel’s Tennessee Whiskey, Dewar’s Scotch Whisky, Mark Markers, Crown Royal Canadian Whisky, \& Jose Cuervo Especial Gold Tequila


## RED \& WHITE HOUSE WINE

- Mondavi Private Selection: Cabernet Sauvignon, Merlot, \& Chardonnay, Sauvignon blanc, pinot grigio
\$9.00 Per Glass


## CRAFT BEER

- Hardywood - Singel, Hardywood - Richmond Lager, Hardywood - Great Return, Devil’s Backbone Vienna Lager
\$9.00 ЕАСН


## PREMIUM BEER

- Corona, Heineken, Bold Rock Cider, \& Stella artois
\$9.00 EACH


## DOMESTIC BOTTLED BEER

- Yuengling, Miller Lite, Michelob Ultra
\$8.00 Еach


## BOTTLED SOFT DRINKS, WATERS \& JUICES

- Pepsi, Diet Pepsi, Aquafina, Orange, \& Cranberry


## HOST BAR

# ***BILLED BASED ON CONSUMPTION <br> Host Bar Set-Up (4) Hour Maximum <br> (1) Bar Per (75-100 People) <br> \$100.00 Includes (1) Bartender Menu Based on Availability of Product 

## PREMIUM BRAND SPIRITS

- Absolut Vodka, tanqueray gin, Bacardi Rum, Captain Morgan Spiced Rum, Jim Beam Bourbon, Jack Daniel’s Tennessee Whiskey, Dewar’s Scotch Whisky, Crown Royal Canadian Whisky, \& Jose Cuervo Especial Gold Tequila
\$8.50 DRINK


## RED \& WHITE HOUSE WINE

- Woodbridge by Robert Mondavi: Cabernet Sauvignon, Merlot, \& Chardonnay Sauvignon Blanc, Pinot Grigio, inquire for additional options
. 88.25 Per GLass


## CRAFT BEER

- Hardywood - Singel, Hardywood - Richmond Lager, Hardywood - Great Return, Devil's Backbone Vienna Lager


## PREMIUM BEER

- Corona, Heineken, Bold Rock Cider, \& Stella artois.


## DOMESTIC BOTTLED BEER

- Bud Light, Yuengling, Miller Lite, Michelob Ultra
. 7.00 EACH


## BOTTLED SOFT DRINKS, WATERS \& JUICES

- Pepsi, Diet Pepsi, Aquafina, Orange, Cranberry or Apple Juice
$\$ 3.50 \mathrm{EACH}$


## SIGNATURE DRINKS

## ASK YOUR CATERING SALES <br> PERSON ABOUT OUR SPECIALTY \& SIGNATURE COCKTAIL

- CITRUS \& MANGO MARTINI
- BLACK BERRY LEMONADE
- RASPBERRY FIZZ
- COURVOISIER COOLER

AND MORE.....

## WINE SELECTIONS

## ***ALL SELECTIONS ARE PER BOTTLE

CABERNET SAUVIGNON

- Woodbridge by Robert Mondavi (California) .....  $\$ 30.00$
- Chateau Ste. Michelle (Washington) ..... \$34.00
- J Lohr (CALIFORNIA) ..... \$38.00
- Barboursville (Virginia) ..... \$39.00
MERLOT
- Woodbridge by Robert Mondavi (California) ..... $\$ 30.00$
- Chateau Ste. Michelle (Washington) ..... \$34.00
- Dreaming Tree (California) ..... $\$ 37.00$
- Barboursville (Virginia) ..... \$39.00
CHARDONNAY
- Woodbridge by Robert Mondavi (California) ..... \$30.00
- Chateau Ste. Michelle (Washington) ..... \$34.00
- J Lohr (California) ..... \$37.00
- Barboursville (Virginia) ..... \$39.00
PINOT GRIGIO
- Ecco Domani (Italy) ..... $\$ 32.00$
- Barboursville (Virginia) ..... $\$ 39.00$
RIESLING
- Chateau Ste. Michelle (Washington) ..... $\$ 33.00$
CHAMPAGNE
- Cook’s Brut (California) ..... $\$ 30.00$
- Totts Brut (California) ..... \$35.00
- Korbel (California) ..... \$38.00


## SPECIAL SERVICES

WATER PITCHER SERVICE (4) HOUR MAXIMUM
CHEF ATTENDANT (4) HOUR MAXIMUM. $\$ 90.00$ Per Hour Per Server
BUTLER SERVICE (2) HOUR SERVICE
\$55.00 Per Server
EXTENDED WAIT STAFF (FEE FOR EXTENDED SERVICE TIMES)
\$35.00 Per Hour Per Server
SMALL GROUP SERVICES

- (50) People or Less . 100.00 Per Service
EXHIBIT HALL DINING LABOR IN ADDITION TO MEAL PRICE
LINENS
- Black or White Table Linens - Per Table Of (10) ..... \$6.00 Per Table
- Standard Colored Linen Napkins (See Color Chart) ..... \$3.50 Per Person
ROUND OF (8)
- Beyond Tables Typically Needed ..... \$2.75 Per Person
ROUND OF (6)
- Beyond Tables Typically Needed. ..... \$3.75 Per Person
FOOD \& BEVERAGE OVERSET


# NO FOOD OR BEVERAGE MAY BE BROUGHT INTO OR TAKEN OUT OF THE FACILITY 

## AMENITIES, MENU OF SERVICES, AND TIMETABLE

## TABLE STANDARDS

THE ARAMARK BANQUET MINIMUM STANDARD FOR A PLATED/SEATED MEAL IS FOR SERVICE AT TABLES OF (1O) GUESTS WITH (1) SERVER PER (30) GUESTS (1) SERVER FOR EVERY (3) TABLES AND FOR BUFFET MEALS, THE ARAMARK MINIMUM STANDARD IS (1) SERVER PER (50) GUESTS. AN ADDITIONAL LABOR FEE WILL BE APPLIED FOR ANY SET THAT REQUIRES TABLES THAT SEAT LESS THAN TEN (10) GUESTS. THE FEE WILL BE ASSESSED ACCORDING TO THE ADDITIONAL WAIT STAFF REQUIRED TO SERVICE THE EVENT AT \$35.OO PER HOUR PLUS APPLICABLE SALES TAX WITH A (4) HOUR MINIMUM.

## EXHIBIT HALL LABOR FEE GROUPS OVER (1000).

ALL FUNCTIONS AT THE CONVENTION CENTER THAT ARE SERVICED IN THE EXHIBIT HALL, Exhibitor Hospitality Suites and events on the Outside Terrace are routinely ACCOMPANIED BY HIGH-GRADE DISPOSABLE SERVICE-WARE. IF YOU WOULD PREFER CHINA THERE IS AN ADDITIONAL CHARGE OF \$3.50 PER PERSON

## TABLECLOTHS

ALL STANDARD MEAL FUNCTIONS NOT TO INCLUDE PER DIEM MEAL FUNCTIONS ARE DRESSED WITH STANDARD HOUSE LAP LENGTH LINEN AND NAPKINS. YOUR SALES PROFESSIONAL WILL be Able to assist with any custom linen and décor details at additional charges. EVENTS THAT REQUIRE TABLECLOTHS FOR NON-FOOD FUNCTIONS MAY BE CLOTHED FOR $\$ 5.50++$ PER STANDARD HOUSE TABLECLOTH. SPECIALTY LINENS WILL BE PRICED AS FAIR MARKET VALUE.

## DUE DATE TIMETABLE FOR SUCCESSFUL EVENTS

(90) BUSINESS DAYS - CREDIT APPLICATIONS FOR MASTER ACCOUNTS
(60) BUSINESS DAYS - $75 \%$ DEPOSIT FOR MASTER ACCOUNTS
(30) Business Days - Menu Selections \& Estimated Attendance
(20) BuSiness Days - 50\% Deposit \& Signed Service Agreement
(5) BuSiness Days - Final Guarantees Due

## STANDARDIZED GUIDELINES \& PROCEDURES

## FOOD AND BEVERAGE ORDER SPECIFICATION

TO ENSURE THE PROPER PLANNING OF YOUR EVENT, WE REQUEST THAT ALL FOOD AND BEVERAGE SPECIFICATIONS BE RECEIVED IN WRITING BY OUR OFFICE NO LESS THAN (5-6) WEEKS PRIOR TO THE DATE OF YOUR FIRST SCHEDULED SERVICE.

## CONFIRMATION OF ORDERS

UPON RECEIPT OF ALL WRITTEN FOOD AND BEVERAGE SPECIFICATIONS, YOUR ARAMARK SALES PROFESSIONAL WILL REVIEW THEM AND, IN TURN PROVIDE YOU WITH WRITTEN CONFIRMATION OF THE SERVICES YOU HAVE ORDERED. THE CONFIRMATION WILL BE IN THE FORM OF SEPARATE EVENT ORDERS FOR EACH INDIVIDUAL SERVICE. SIGNED EVENT ORDERS MUST BE RECEIVED BY ARAMARK NO LESS THAN (3O) DAYS PRIOR TO THE START OF THE FIRST SCHEDULED EVENT. NEW CUSTOMERS BOOKING SHORT-TERM EVENTS WITHIN (3O) DAYS OF THE EVENT'S START DATE) MUST REVIEW, SIGN AND RETURN EVENT ORDERS UPON THEIR RECEIPT. ARAMARK'S SERVICES AGREEMENT (CONTRACT) OUTLINES SPECIFIC AGREEMENTS BETWEEN THE CUSTOMER AND THE CATERER. THE SIGNED SERVICE Agreement, ALONG WITH THE REQUIRED DEPOSITS, MUST BE RECEIVED BY ARAMARK NO LESS THAN (3) WEEKS IN ADVANCE OF THE FIRST SCHEDULED EVENT. A (5O \% ) NONrefundable deposit is required. If the signed Service Agreement is not received AT LEAST (4) WEEKS PRIOR TO THE FIRST SCHEDULED EVENT, MENU PRICES ARE SUBJECT to CHANGE. THE EVENT ORDERS, WHEN COMPLETED, WILL FORM PART OF YOUR CONTRACT.

## SPECIAL EVENTS

THERE ARE A NUMBER OF "SPECIAL EVENTS" THAT REQUIRE ATTENTION TO COMPLEX DETAILS. THESE INCLUDE, BUT ARE NOT LIMITED TO, EVENTS FOR MORE THAN (1,OOO) PEOPLE, WEDDINGS AND VIP FUNCTIONS. THESE FUNCTIONS TYPICALLY REQUIRE CUSTOMIZED MENUS DUE TO THE CUSTOMER'S DESIRE FOR A UNIQUE EVENT. IN ADDITION TO LOGISTICAL PLANNING, SPECIALTY EQUIPMENT AND SERVICE/LABOR MAY BE NEEDED TO SUCCESSFULLY ORCHESTRATE SUCH EVENTS. DUE TO THESE REQUIREMENTS, SPECIAL EVENTS MAY BE SUBJECT TO EARLIER GUARANTEE DATES AND DEPOSITS. EVENTS REQUIRING EXTRAORDINARY USE OF EQUIPMENT/CHINA MAY INCUR RENTAL CHARGES. PLEASE DISCUSS THIS WITH YOUR SALES PROFESSIONAL. SPECIFICATIONS FOR THESE EVENTS ARE TO BE RECEIVED NO LESS THAN (45) DAYS PRIOR TO THE EVENT UNLESS OTHERWISE NEGOTIATED BETWEEN THE CUSTOMER AND ARAMARK.

## STANDARDIZED GUIDELINES \& PROCEDURES

## SPECIAL DIETARY MEAL IDENTIFIERS FOR PLATED MEALS

ARAMARK WILL PROVIDE MEAL IDENTIFIERS FOR YOU TO GIVE THOSE WHO REGISTERED FOR SPECIAL DIETARY MEALS, TO ENSURE THAT ALL ORDERED SPECIAL DIETARY MEALS ARE RECEIVED BY THE CORRECT GUEST. THE AMOUNT OF MEAL IDENTIFIERS WILL BE EQUAL TO the amount of Special Dietary Meals that were ordered.

White Aramark is prepared to Serve (3) \% over the final guarantee, this does NOT APPLY TO SPECIAL DIETARY MEALS. THEREFORE, IT IS IMPORTANT TO ORDER THE CORRECT AMOUNT OF SPECIAL DIETARY MEALS, AS THESE MEALS WILL ONLY BE GIVEN TO INDIVIDUALS WHO PROVIDE THEIR SERVER WITH AN ARAMARK MEAL IDENTIFIER.

REQUEST FOR ADDITIONAL SPECIAL DIETARY MEALS MADE DURING THE MEAL FUNCTION WILL BE CONTINGENT UPON WHAT ARAMARK IS ABLE TO PROVIDE
***ANY MEAL IDENTIFIER NOT PROVIDED BY ARAMARK WILL NOT BE ACCEPTED.***

## STANDARDIZED GUIDELINES \& PROCEDURES

## MENU PROPOSALS

IN ADDITION TO DESIGNING MENUS FOR "SPECIAL EVENTS", OUR SALES PROFESSIONALS ARE OFTEN ASKED TO DESIGN MENU PROPOSALS TO MEET ADDITIONAL CUSTOMER REQUIREMENTS. INCLUDED IN THE MENU PLANNING AND PRICING EVALUATION WHICH ACCOMPANIES THESE PROPOSALS ARE CONSIDERATIONS GIVEN TO THE EXPECTED ATTENDANCE AT THESE EVENTS. SHOULD AN EVENT'S ATTENDANCE FALL (2O\%) BELOW THE ORIGINAL NUMBER EXPECTED THE PROPOSED MENU PRICE MAY BE SUBJECT TO CHANGE. IN ADDITION, ANY PROPOSALS FOR EVENTS BEING CREATED FOR THE FOLLOWING YEAR ARE SUBJECT TO A (3 \%) PRICE INCREASE.

## FLOOR PLANS FOR CATERING FUNCTIONS

YOUR SALES PROFESSIONAL WILL REVIEW BOTH THE GUEST SEATING ARRANGEMENTS (FLOOR PLAN) AND THE "BEHIND THE SCENES" LOGISTICS TO ENSURE AMPLE SPACE HAS BEEN CONSIDERED, MAKING APPROPRIATE RECOMMENDATIONS FOR BOTH AREAS TO CREATE THE BEST POSSIBLE GUEST EXPERIENCE. OFTEN, LARGE EVENTS REQUIRE CATERING (DISHING, SERVING, CLEARING) TO TAKE PLACE IN AREAS THAT ARE NOT COMMONLY DEDICATED TO THAT PURPOSE. IN THESE INSTANCES, THE CUSTOMER AND THE ARAMARK SALES PROFESSIONAL WILL DISCUSS EFFECTIVE SOLUTIONS (SUCH AS PIPE AND DRAPE) TO MASK FOOD SERVICE STAGING AREAS FROM THE GUEST'S VIEW. THE COSTS FOR ADDITIONAL EQUIPMENT SUCH AS THIS, WHICH MAY BE PROVIDED BY THE CUSTOMER'S DECORATING COMPANY OR THROUGH ARAMARK, WILL BE THE RESPONSIBILITY OF THE CUSTOMER.

ADDITIONALLY, AS SAFETY IS ALWAYS IMPORTANT, ARAMARK RESERVES THE RIGHT TO SPECIFY FLOOR PLANS AND LAYOUTS OF ALL SET-UPS, SEATING TABLES, SERVING STATIONS AND LIKE ITEMS TO ENABLE SAFE AND EFFICIENT SERVICE TO YOUR EVENT. THIS INCLUDES RESERVING NECESSARY SPACE DEDICATED TO BOTH BACK OF HOUSE AND FRONT OF HOUSE AREAS. THIS ALSO INCLUDES SERVICE AREAS, BREAKDOWN AREAS AND FRONT OF HOUSE SERVICE AISLE WAYS. THESE DETAILS WILL BE REVIEWED WITH OUR FACILITY AND CUSTOMERS PRIOR TO DEVELOPING FINAL FLOOR PLANS.

## STANDARDIZED GUIDELINES \& PROCEDURES

## GUARANTEES

TO ENSURE THE SUCCESS OF YOUR EVENT(S) IT IS NECESSARY WE RECEIVE YOUR "FINAL GUARANTEE" (CONFIRMED ATTENDANCE) FOR EACH MEAL FUNCTION BY (5) BUSINESS DAYS BEFORE FIRST EVENT PLEASE NOTE THE ABOVE SCHEDULE EXCLUDES WEEKENDS AND holidays. Once the Final Guarantee is due, the count may not be decreased. For EVERY EVENT, ARAMARK SHALL BE PREPARED TO SERVE (3 \%) OVER THE FINAL GUARANTEE, UP TO (2O) MEALS. THE CUSTOMER WILL BE BILLED BASED ON THE FINAL GUARANTEE OR THE ACTUAL NUMBER OF MEALS SERVED WHICHEVER IS GREATER. ARAMARK WILL MAKE EVERY ATTEMPT TO ACCOMMODATE INCREASES IN YOUR COUNT AFTER THE FINAL GUARANTEE IS DUE, HOWEVER ANY INCREASE AFTER THE FINAL GUARANTEE DEADLINE IS SUBJECT TO A $\$ 2.50$ PER ADDITIONAL PERSON SURCHARGE. IF THE COUNT INCREASES OUTSIDE THE FINAL GUARANTEE TIMELINE, THE (3 \%) OVERAGE WILL NO LONGER APPLY.

## CANCELLATION POLICY

CANCELLATION OF ANY CONVENTION OR INDIVIDUAL EVENT MUST BE SENT IN WRITING TO YOUR ARAMARK SALES PROFESSIONAL. ANY CANCELLATION RECEIVED LESS THAN (6O) DAYS OF THE FIRST SCHEDULED EVENT WILL RESULT IN A FEE OF ( $25 \%$ ) OF THE ESTIMATED FOOD AND BEVERAGE CHARGES. ANY CANCELLATION RECEIVED LESS THAN (30) DAYS IN ADVANCE OF THE FIRST SCHEDULED EVENT WILL RESULT IN A FEE OF (5O \%) OF THE ESTIMATED FOOD AND BEVERAGE CHARGES. ANY CANCELLATION RECEIVED AFTER THE FINAL GUARANTEE HAS BEEN PROVIDED WILL RESULT IN A FEE EQUAL TO (1OO \% ) OF THE CHARGES ON THE AFFECTED EVENT ORDER (S).

## MINIMUM REQUIREMENTS FOR FOOD SELECTIONS

THERE IS A MINIMUM GUARANTEE OF (50) PEOPLE FOR ALL MEAL FUNCTIONS (SEATED OR BUFFET). IF THE GUARANTEE IS LESS THAN (50) PEOPLE, A \$100.00 FEE PLUS TAX WILL APPLY.

## STANDARDIZED GUIDELINES \& PROCEDURES

## OUTSIDE FOOD AND BEVERAGE

ARAMARK IS THE EXCLUSIVE PROVIDER OF ALL FOOD AND BEVERAGES AT THE GREATER RICHMOND CONVENTION CENTER. AS SUCH, ANY REQUESTS TO BRING IN OUTSIDE FOOD AND BEVERAGES WILL BE AT ARAMARK'S DISCRETION AND WILL BE CONSIDERED ON A CASE BY CASE BASIS. Please inquire with your ARAMARK SALES Professional. This INCLUDES REQUESTS FOR EXHIBITOR AMENITIES SUCH AS LOGO-BOTTLED WATER, HARD CANDIES AND SAMPLE PRODUCTS.

## CULTURAL FOODS

CULTURAL FOODS ARE THOSE FOOD DISHES OR ITEMS THAT MUST BE PREPARED ACCORDING TO SPECIFIC CULTURAL OR RELIGIOUS PRACTICES BY THE CLIENT AND/OR A FOOD DISH THAT CANNOT BE PREPARED BY THE IN-HOUSE CATERER. ALL NON-CULTURAL FOOD MUST BE PURCHASED FOR ARAMARK.

The OUTSide CATERING Company MUSt HAVE A CURRENT LICENSE With THE VirginiA Department of Public Health, a permit from the City of Richmond Department of Public Health, A CURRENT BUSINESS LICENSE AND ADEQUATE INSURANCE. Please CONTACT YOUR ARAMARK SALES MANAGER WITH ANY QUESTIONS REGARDING SPECIFIC TERMS AND CONDITIONS.

