This brochure is a guideline for menus. Customized menus may be arranged with our Catering Office. If you have any questions or comments, please contact us at 312-2992.

**Price Guidelines** - All prices in this guide are per person unless otherwise noted. Prices are for events served in Hewitt Union; please consult the last page of this guide for a delivery charge if your event is served in another location.

**Guaranteed Count** - An estimated count must be given at the time the function is booked or no later than seven days before the event. A final guaranteed number is due three working days before the event. **You will be billed for the guaranteed number or the actual attendance, if greater than guarantee.**

**Surplus Food** - Due to health and food safety issues, any leftover food served at events cannot leave with guests.

**Room Reservations** - Use of our facilities can be arranged through the Catering Office, 312-2992. These include Rooms 232/233. To reserve other rooms on campus go to Campus Life’s website and complete the event form they provide.

**Fallbrook Recreation Center** - Fallbrook Barn and/or Lodge can be reserved through the Auxiliary Services Office, Room 506 Culkin, 312-2262.

**Building Charges** - If your event takes place during a time that Hewitt Union is not open, Campus Life will charge a fee to have a Building Manager on duty. This amount will be billed to you by Campus Life.

**Invoices** - An invoice will be sent to you after the event. Payment is due within 10 days of receiving your bill. All payments are to be made to the Auxiliary Services Office, 506 Culkin Hall. Payments are not accepted in the Catering Office.

**Student Faculty Interaction Fund** - Program funds are available from Auxiliary Services to help pay for a catered event which encourages interaction between faculty and students. There is no formal application form, just notify the Catering Office at the time of placing your order. Auxiliary Services will pay 50% of the cost of an eligible catered event, up to a maximum amount of $100.00, and is limited to one event per department per semester.

**Tax Exempt Status** - Add 8% New York State Sales tax to all prices. If your organization is tax exempt, it is the responsibility of the group’s representative to present us with proper certification. Our catering staff will be happy to help if you have any questions.

**Cancellations** - Should it be necessary to cancel an event, catering requires a minimum of 48 hours notice. If cancellation occurs after that time, the customer will be responsible for all costs incurred up until that time.

**Children’s Prices** - Special child’s menus are available upon request.

**Off Campus Groups** - Off campus groups must first register with the Campus Life Office, 312-2301 for approval to hold your event on campus.

**Audio/Visual Equipment** - If your event requires A/V equipment, please contact Campus Life at 312-2301.

**Alcohol Permit** - If you are having an event outside of Hewitt Union and serving alcohol, you will be charged $48.00 for an alcohol permit that Catering will obtain from Albany with a minimum of a three week notice.
Freshly Brewed Coffee
- Regular, Decaf, & Assorted Teas $2.10
- Coffee Only $1.65
- Starbuck’s Coffee $2.65

Soda Assortment (7.5 oz cans)
- Pepsi, Diet Pepsi, Gingerale
- Mountain Dew & Sierra Mist $1.55

Hot Chocolate $1.25

Tropicana Orange Juice (10 oz) $1.75

Bottled Water (16.9 oz) $1.60
- Bottled Water (8 oz) $1.00

Lemonade $1.25

Cold Apple Cider (Oct. – Jan.) $1.95

Warm Cinnamon Spiced Apple Cider (Oct. – Jan.) $1.95 available seasonally

Fruit Punch $1.25

Orange-Pineapple Pina Colada Punch $2.25
Continental Breakfasts

Basic
Regular Coffee ONLY and Donuts
$2.60

Express
Donuts, European Pastries, Bagels, Muffins
(choose 2)
Coffee, Decaf & Tea
$4.00

Traditional
Donuts, European Pastries, Bagels, Muffins
(choose 2)
Fresh Fruit Platter
Coffee, Decaf & Tea
$7.00

Healthy Morning
Yogurt Parfait, Muffins & Fresh Fruit Platter
Coffee, Decaf & Tea
$7.95

Add Bottled Tropicana Orange Juice $1.75
Add Bottled Water (16.9 oz) $1.60
Assorted Chobani Greek Yogurt $2.00
Yogurt Parfaits
  Vanilla yogurt, berries and granola $1.75
Breakfast Buffets
Minimum 20 Guests
Includes regular and decaf coffee, tea & orange juice
*Served Breakfast by Request Only

Up & At‘em
Scrambled eggs, french toast with syrup, home fries, apple wood bacon
Choice of one pastry (bagels with cream cheese and butter, donuts, muffins or european pastries) $7.95

Morning Glory
Frittatas (mixture of potatoes, fresh vegetables, eggs and seasoning baked to a golden brown), pancakes with syrup, yogurt parfait, muffins and apple wood bacon $8.75

Add fruit salad garnished with fresh seasonal berries $2.25

A la Carte Pastries

Bagels served with butter & assorted cream cheese $2.15
Muffins $1.35
Doughnuts $ .95
Assorted European Danishes $1.75
Petite Filled Croissants (almond, chocolate and apricot) $2.25
Nutri-Grain Bars $1.25
“Box it to Go”

Freshness guaranteed – your order is prepared right before delivery
“Box it to Go” has free delivery Monday – Friday 7:00 am – 4:00 pm
Evening Pick up at Campus Center Food Court Monday – Thursday 4 pm – 8 pm

**Box of Joe** (Freshly Brewed Coffee)

<table>
<thead>
<tr>
<th></th>
<th>96 ounces</th>
<th>9 – 10 oz. cups</th>
<th>$15.25</th>
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<tr>
<td>Little Joe</td>
<td>160 ounces</td>
<td>16 – 10 oz. cups</td>
<td>$23.50</td>
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Includes cups, stirrers, sugar, sweetener and cream

**Box of Sweets** (half dozen or dozen)

- Donuts $4.50/$8.25
- Bagels with cream cheese $8.50/$14.00
- Cookies (dozen only) $6.25
- Cupcakes $6.75/$13.50
- Muffins $5.75/$11.25

**Box of Pretzels** (half dozen or dozen)

- Warm soft pretzels with spicy mustard $4.00/$7.50

**Boxed Lunch**

- Deli sandwich on a kaiser roll w/chips, cookie & bottled water (8oz) $8.25

**Box of Pizza (8 or 12 cut)**

- Cheese $9.75
- Pepperoni $11.50
- Veggie $14.50
- Buffalo chicken $14.50

Additional Toppings $1.95 each

**Topping Choices:** pepperoni, sausage, ham, popcorn chicken, green pepper, onion, mushrooms, tomatoes

**Box of Salad**

- Garden salad with house Italian dressing (serves 10) $15.00
**Box it Party**

$25.95

Includes: One Cheese Pizza, ½ doz. soft pretzels with spicy mustard, one dozen cookies and 1 ½ liter of soda (serves 6)

Additional liters of soda (mt. dew, pepsi, diet pepsi, pepsi max) $2.00

**Jug of Juice**

Gallon jugs of fruit punch, sweet tea, orange drink or lemon drink $6.00

**Apple Cider**

Gallon jugs of fresh pressed apple cider (seasonal only) $11.50

**Dessert Bars – ½ sheet**

Brownies, congo, rice krispie or fruity pebbles $15.00

**Sheet Cakes**

Half sheet cakes – your choice of chocolate, vanilla or marble cake with chocolate or vanilla frosting

Half sheet cake (40 guests) $31.50

Deluxe half layer sheet cake - (60 guests) $63.00

- Carrot cake with cream cheese frosting
- Chocolate cherry truffle – chocolate cake with cherry filling topped with chocolate frosting
- Strawberry filled vanilla cake topped with vanilla frosting and decorated with fresh strawberries

- We will decorate your cake for your special event
- All cakes are delivered on snap tight plastic tray with dome lids
- Napkins, forks and paper plates are included
**Lunch Buffets**

(Served 11 am – 3 pm)

*Served lunch by request only*

**Minimum 20 guests**

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**Mama Rosa’s Italian Feast**

- Caesar salad, penne pasta, cheese tortellini, marinara, alfredo and meat sauces, bread sticks with assorted cookies

**Fiesta Bar**

- Soft and hard taco shells, seasoned beef and chicken, refried beans, diced tomatoes, lettuce, onion, black olives, sour cream, salsa, shredded cheese with assorted cookies

**Deli Delicious**

- Kaiser rolls, assorted cheeses, tuna fish, roast beef, turkey, lettuce, tomato, pickles, mustard and mayonnaise, tossed salad with dressing, garden pasta salad with assorted cookies

  - Add soup du jour

**Salad Bar**

- Assorted salad greens and romaine lettuce with a variety of six vegetables, grilled chicken, beans, shredded cheese and diced hard cooked eggs, italian and ranch dressing, croutons, rolls & butter with assorted cookies

  - Add soup du jour
Too Busy to Break Breaks

The Simple Snack
  Assorted bags of snacks, soda & bottled water $2.95
  Add “Peeled Fruit” snacks $4.95

Afternoon Delight
  Assorted bags of snacks, sodas & bottled water $4.50
  Choice of 1 dessert: Rice Krispie Treats, M & M Brownies
  Congo Bars, Fudge Nut Bar, or Cheesecake Brownies

Snacks À la Carte

Dessert Bars (choice of two) $1.65
  Rice Krispie Treats
  M&M Brownies
  Congo Bars (coconut, chocolate chips & walnuts)
  Fudge Nut Bars
  Frosted Brownies
  Lemon Bars

Freshly Baked Cookies $1.35

Mini Cupcakes (vanilla, chocolate or carrot) $1.35

Assorted Bags of Snacks $1.25
  Trail Mix, Popcorn, Plain Potato Chips, Granola Bars & Pretzels

Whole Fresh Fruit $1.25
  Apples, Oranges and Bananas
Simple Pleasures

Lite Fare

Pizza Party  (minimum 8 guests)
One Cheese Pizza, One Cheese Pizza with choice of one topping,
tossed garden salad with house dressing, cookies,
and bottled water (8oz)        $9.00
Each additional topping:        $1.95

Deli Sandwich Platter
Assorted deli and vegetarian sandwiches, potato chips, cookies,
and bottled water (8oz)        $9.95

Wrap Platter
Assorted deli and vegetarian wraps, pasta salad,
and bottled water (8oz)        $8.95

A Bit More (minimum 20 guests)

Baked Ziti $8.50
Served with tossed salad and italian dressing, rolls & butter
and assorted cookies
- Add meatballs        $1.95
- Add chicken parmesan $5.00

Buffalo Pasta Bake $11.50
Penne pasta and broccoli tossed in alfredo sauce topped
with buffalo popcorn chicken. This is served with tossed salad and
ranch dressing, rolls & butter and assorted cookies

Tortellini Meatball Bake $12.95
Cheese tortellini and italian meatballs tossed in a vodka cream
sauce. This is served with tossed salad and italian dressing, rolls &
brutter and assorted cookies
Picnics
Minimum 20 Guests
2 hours

Traditional BBQ
Hamburgers, hotdogs, veggie burgers & rolls, lettuce, tomato, onion, pickle, condiments, choice of two salads, and assorted cookies $11.25

Chicken Grill
Marinated boneless chicken breast, kaiser rolls, lettuce, tomato, pickle, condiments, choice of two salads, and assorted cookies $12.25

Down Home Cookin’
Smoked pulled pork butt with variety of sauces, BBQ chicken, salt potatoes, baked beans, choice of two salads, rolls and assorted cookies $17.95

Salad Choices
Macaroni
Potato
Tossed Greens with House Dressing
Cucumber & Tomato
Garden Pasta (meatless available)
Fruit Salad
Cole Slaw
**Hors D’Oeuvres**

**Pricing is Per Person**

Hors D’Oeuvre Parties are Limited to 2 Hours

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Vegetable crudités with creamy ranch dip $2.95

Assorted cheese and crackers $3.00

Fresh fruit platter $3.50

Meatballs $1.95
- Sweet n’ Sour, Swedish, or Marinara

Mini Muffeletta Sandwiches $3.25
- Sliced ham, salami, pepperoni & provolone topped with an olive and Italian herb relish

Stuffed mushrooms $2.75
- Vegetable
- Cajun - sausage $2.95

Brie stuffed phyllo cup topped with jam and toasted nuts $3.00

Hot spinach and artichoke dip with tortilla chips $2.75

Roasted red pepper hummus served with tortilla chips $1.75

Penne alfresco $2.75
- Penne pasta tossed w/olive oil, herbs, fresh tomatoes & parmesan cheese

Spanakopita $2.50

Deep fried cheese ravioli with marinara dipping sauce $2.75

Bean and cheese empanadas served with salsa $1.75

Vegetable egg rolls with a sesame Asian dipping sauce $2.75

Deep fried cheese cake bites $3.95
- NY style cheese cake pieces coated in graham crackers, deep fried and served with chocolate dipping sauce
- Banana foster cheese cake bites – NY cheesecake, caramel and bananas coated in graham crackers and deep fried
Hors D’Oeuvre Packages

Pricing is Per Person
Hors D’Oeuvre Parties are Limited to 2 Hours

Laker Package $7.95
Choose two (2) items from column I and one (1) item from column II

Laker Plus Package $8.95
Laker Package and your choice of lemonade or fruit punch

Ontario Package $12.95
Choose three (3) items from column I and two (2) items from column II

Ontario Plus Package $13.95
Ontario package and your choice of lemonade or fruit punch

COLUMN I

Roasted red pepper hummus w/tortilla chips
Choice of meatballs
Spinach and artichoke dip w/tortilla chips
Vegetable crudité with dip
Bean & cheese empanadas
Penne alfresco
Ravioli

COLUMN II

Mini mufleletta sandwiches
Cheese & Crackers
Fresh fruit platter
Vegetable egg rolls
Choice of stuffed mushroom
Spanikopita
Dinner

All dinners served with tossed garden salad, chef’s vegetable du jour, rolls & butter, dessert and water service

Chicken Farci
  Baked chicken breast with a cream spinach stuffing topped with a white wine basil sauce $19.50

Chicken Scallopinu
  Sautéed chicken medallions with artichokes, mushrooms and capers in a lemon butter sauce served on a bed of farfalle $18.50

Artichoke, Mushroom and Pepper Chicken
  Sautéed chicken breast served with artichokes, mushroom, and peppers in a white wine sauce served with a side of rice pilaf $19.50

Salmon
  Grilled salmon filet accompanied by a freshly made pesto cream sauce and served with a side of wild rice $22.00

London Broil
  Thinly sliced london broil topped with a mushroom sherry sauce and served with a side of garlic mashed potatoes $22.50

Haddock
  Filled with an herb bread stuffing, baked and topped with a white wine sauce $20.75

Grilled Vegetable Ravioli
  Garden vegetable ravioli topped with a fresh vegetable and herb ragout $17.50

Ravioli de Portabella
  Ravioli stuffed with portabella mushrooms tossed in a garlic wine sauce and topped with fresh diced tomatoes and scallions $17.50

Eplplant Rollettes
  Sliced eggplant filled with seasoned ricotta cheese and rolled then baked with marinara and mozzarella cheese $17.50
**Dinner Buffets**

Includes tossed garden salad with Italian and ranch dressings, roll & butter, chef’s vegetable du jour, and water service

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**Principle Dishes**

$18.95  $20.95  $22.95

Choice of One   Choice of Two   Choice of Three

- Italian Baked Chicken
- Artichoke & Mushroom Braised Chicken
- Chicken Picatta
- Beef Stroganoff
- London Broil with mushroom sherry sauce
- Pork Loin with pan gravy
- Herb Roasted Turkey Breast with pan gravy
- Baked Haddock with herb stuffing and white wine sauce

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**Side Dishes**

Choice of Two

(All side dishes are vegetarian)

- Garlic Mashed Potatoes *
- Orzo Tuscano *
- Oven Roasted Potatoes
- Garden Pasta Salad *
- Three Cheese Baked Ziti *
- Smoked Gouda Macaroni & Cheese
- Steamed White Rice *
- Apple Sage Stuffing
- Marinated Vegetable Salad *
- Fruit Salad *
- Apple Waldorf Quinoa Salad

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**Desserts**

Choose One

Cakes: Carrot with cream cheese frosting
- Red Velvet with cream cheese frosting
- Raspberry Filled Layered – vanilla cake with raspberry filling and vanilla frosting
- Lemon Layer
- Chocolate Layer with chocolate frosting
- NY Cheesecake – add fruit topping or sauces (chocolate or caramel) $1.25 additional
- Chocolate Mousse
- Flan
- Crème Brulee
## Beverage Service

Coffee Service – regular and decaf coffee, assorted teas  
$2.10

Fruit Punch or Lemonade  
$2.50

Soda Service – diet pepsi, pepsi, sierra mist and mountain dew  
$3.95

Pina Colada Punch  
$6.75
Bar Service

Cash Bar
(guests purchase their own drinks)
Full Bar - if sales do not reach a minimum of $200.00, the host will be billed for the difference

Beer, Wine and Soda Bar - if sales do not reach a minimum of $75.00, the host will be billed for the difference

Host Bar
(host of the event will be charged for drinks at our cash prices)
If sales do not reach a minimum of $75.00, the host will be billed for the difference

Wine List
*All Wines are from the New York Finger Lakes Region

White Wine
Swedish Hill Blue Water Riesling $20.00
Goose Watch Pino Grigio $25.00
Fox Run Chardonnay $20.00

Blush Wine
Fox Run Ruby Vixen $20.00

Red Wine
Knapp Pasta Red Reserve $20.00
Fox Run Cabernet Franc $25.00

Sparkling
Swedish Hill Blanc de Blanc $25.00

Beer List
Labatt Blue and Blue Light, Saranac Pale Ale or Bud light
## Campus Delivery Fees

<table>
<thead>
<tr>
<th>Number of Guests</th>
<th>1 to 25</th>
<th>26 to 50</th>
<th>51 to 100</th>
<th>101 &amp; over</th>
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<tbody>
<tr>
<td>Standard</td>
<td>$50</td>
<td>$85</td>
<td>$115</td>
<td>$140</td>
</tr>
<tr>
<td>Casual</td>
<td>$40</td>
<td>$55</td>
<td>$80</td>
<td>$110</td>
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<tr>
<td>Drop Off</td>
<td>$25</td>
<td>$35</td>
<td>$45</td>
<td>$60</td>
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*Standard Service* – full table settings with china with full-service wait staff

*Casual Service* – no table settings, limited wait staff

*Drop Off* – disposable service, no wait staff

**Picnics**
- BBQ On Site - $150.00
- Drop Off - $75.00

**Weddings** - $500