

*Welcome to
Saint Mary's College of California
Catering Services*

*Catering Guide for 2009 - 2010
Provided by
Sodexo*

We are delighted by your interest in Sodexo Catering Services.
Sodexo is the exclusive on-site contractor for food service
at Saint Mary's College of California.
We have been serving the campus for over thirty-five years,
and are able to offer both experience
and fresh ideas to ensure your event is perfect.

Please take a few moments to glance through the following pages.
In planning any event there are many details and decisions you must make.
We are prepared to make suggestions based on the style, tone, ambiance,
and vision you would like to create for your event.

Our services range from elaborate multi-course meals to creative theme buffets;
from early morning meeting refreshments to efficient power luncheons. We care
about your guests' needs, and will work closely
with you to provide quality, timely and professional events.

We welcome you to Sodexo Catering Services,
and look forward to your next event with us!

Important Numbers For Catering

Catering Director	(925) 631-8013
Catering Sales Office	(925) 631-4716
Fax Number for Catering	(925) 631-5512
General Manager	(925) 631-4378
Catering Manager	(925) 631-4717
Events and Conferences	(925) 631-4030
Buildings and Grounds	(925) 631-4286
Reservation of Chapel	(925) 631-4569
e-mail	catering@stmarys-ca.edu

Mailing Address

Sodexo Campus Services

1928 Saint Mary's Road

P.O. Box 3022

Moraga, CA 94575

Beverage Services

Good Morning Coffee Service

Starbuck's Coffee

\$4.89 per person

Coffee, Decaffeinated Coffee, Hot Tea, Assorted Bottled Juice, Bottled Water

Good Afternoon Coffee Service

Starbuck's Coffee

\$4.89 per person

Coffee, Decaffeinated Coffee, Hot Tea, Assorted Sodas, Sparkling or Flat Water

Basic Coffee Service

Starbuck's Coffee

\$2.89 per person

Coffee, Decaffeinated Coffee, Hot Tea, Ice Water Pitchers

Thirst Quencher

Includes Three Beverage Choices in Pitchers

\$2.89 per person

Pitchers of Raspberry Lemonade, and Iced Tea with Lemon, and Ice Water

Bottled Water /Sodas/Lemonade/Punch/Iced Tea

\$1.99 each person

some additional offerings

Minted Iced Tea or Mango Iced Tea or Peach Island Iced Tea

or

Raspberry or Blackberry Lemonade

If you are planning a long meeting, you may order a coffee refresh for 75% of the original price.

Bar Services

We do not have a liquor license; therefore, you must provide your own alcohol.

Champagne Service

\$3.59 per person

Should you choose to serve mimosas or champagne punch, bring us the champagne and we'll take care of the rest.

Beer, Wine and Champagne Bar

\$4.99 per person

We provide all sodas, mineral waters and bartenders; you provide any beer, wine and champagne you would like us to serve.

Full Bar

\$6.29 per person

We provide all sodas, mineral waters, mixers, drink garnishes and bartenders; you provide any beer, wine, champagne and liquor you would like us to serve.

These prices reflect a two hour service period.

Should you need your bar open for a longer period of time, add \$2.00 more per hour per person.

*If a beverage or bar service is **not** ordered, glasses are available for a charge of \$.50 per glass*

Breakfast

Continental Breakfast

Each continental breakfast includes Starbuck's coffee, decaffeinated coffee, and hot tea

Mt. Tamalpias

\$9.99 per person

Basic Coffee Service listed above

Fresh fruit tray, bottled fruit juices, and bottled water with a choice of two continental pastries

Mt. Diablo

\$6.99 per person

Basic Coffee Service listed above

Bottled fruit juices and pitchers of ice water with a choice of one continental pastry

Hot Breakfast

Each hot breakfast includes coffee, decaffeinated coffee, hot tea, and pitchers of ice water.

Buffet Breakfast

\$14.99 per person

Minimum of 25 guests

Gael

Scrambled eggs, crisp bacon, roasted potatoes, fresh sliced fruit and one continental pastry selection.

Served Breakfast

\$15.99 per person

Eggs Benedict

topped with Hollandaise Sauce

served with Canadian bacon or smoked salmon, breakfast potatoes, fresh asparagus and fresh fruit

Three Egg Omelets

Choice of cheese, ham, mushrooms, onions, peppers or tomatoes with continental pastry or country biscuit, breakfast potatoes and bacon, sausage or ham

Additional Beverage Selections

\$1.19 each

Served in Pitchers

Orange Juice, Cranberry Juice, Apple Juice

Continental Pastry Selection

These items can be served a la carte \$2.69 each

Nut Breads

Warm Buttermilk Biscuits with butter, honey or jam

Plain Croissants or Almond Croissants

Bagels with cream cheese and preserves

Muffins

English Muffin

Cinnamon Rolls

Fruit Filled Danish

Bear Claw Pastries

Blueberry or Cinnamon Crumb Cake

Scones

Mini a la carte items \$1.69 each

Scones, Fruit Filled Danish, Croissants, and Muffins

Assorted Donuts \$1.29 each

Additional Items

Individual Yogurt Serving

\$1.79 per person

Small Fruit Yogurt Parfait

\$3.99 per person

Luncheon

Sandwich Luncheon

*Choose a sandwich from the selection below; also includes potato chips, one luncheon accompaniment selections,
choice of dessert bar or cookie
choice of coffee, decaffeinated coffee, hot tea, assorted sodas or iced tea
and pitchers of ice water will provide at all events*

Sandwich Selection #1

\$12.89 per person

Smoked Ham and Cheddar Cheese

with stone-ground mustard with mayonnaise, coleslaw on dark rye bread

Roast Beef and Caramelized Onions

with horseradish cream, caramelized onions, green leaf lettuce and tomato on potato roll

Turkey and Havarti

With mayonnaise mustard spread, green leaf lettuce on French baguette

Curry Almond Chicken in Naan (Indian flat bread)

Bite size chunks of chicken breast blended with almond, currants, **low fat mayonnaise**
and seasoned with curry, lemon and honey served on naan with dressed watercress

Grilled Portabella Mushroom Wrap

Grilled portabella mushrooms, red onion, roasted red peppers, cured tomatoes, grilled zucchini
and herbed goat cheese, in a spinach wrap

Tuna Salad

with lettuce and tomato on your choice of bread

Sandwich Selection #2

\$14.79 per person

California-Style Club

Grilled pesto chicken breast with crisp bacon, avocado,
tomato and Monterey Jack cheese on a fresh croissant

Served Hot

Monte Cristo Sandwich

Ham, Turkey and Swiss soaked in an egg batter and grilled.
Served with strawberry preserves and dusted with powdered sugar

Soup and 1/2 Sandwich

Select any sandwich Selection # 1 and a soup of the day

\$13.59 per person

Lunch in a Box

*\$11.59 per person if you pick-up
\$12.29 per person for delivery*

Choose a sandwich from sandwich selection #1 (add \$1.79 if you choose from sandwich selection #2); also includes fresh fruit or fruit salad, Market Salad, potato chips, David's Cookie and a beverage of your choice.

Ultimate Deli Buffet

\$15.79 per person (Minimum 20)

Includes a complete selection of five deli meats or four deli meats and grilled vegetables, a choice of three cheeses, four gourmet breads, potato chips, two luncheon accompaniment selections, assorted cookies and bars with a beverage selection and pitchers of ice water

Mini Deli Buffet

\$13.39 per person (Minimum 10)

Includes three deli meats or two deli meats and grilled vegetables, two cheeses, three assorted breads, potato chips, one accompaniment selection, assorted cookies or bars and beverage choice with pitchers of ice water

Accompaniment Selection:

Fresh fruit salad

Mixed green salad with cucumbers and tomato

Caesar Salad

Potato Salad

Pasta Salad with feta cheese, tomato, green peppers and olives

Vegetable crudités

Additional Item

Soup of the day (add \$3.79 per person)

Snacks Ideas
For
Afternoon and Late Evening Refreshments

Snack Suggestions

Pizza

\$12.49 per pizza

Pepperoni or Grilled Vegetable
8 Slices or 12 Slices

Smoked Chicken Quesadilla

\$8.29 per quesadilla

Filled w/ sweet corn, tomato, green chilies and Jack cheese
topped w/ salsa, guacamole and sour cream
Cut into 1/4 or 1/6

Entrée Salad

*Includes gourmet bread & butter, with a choice of dessert bar or cookies
a with beverage choice and pitchers of ice water*

Add soup du jour for \$3.59 per guest

Nicoise Salad

\$18.59 per person

Mixed greens with chilled char-grilled tuna, chilled blanched green beans, red potatoes, hard-boiled egg, tomato & Nicoise olives with Dijon vinaigrette.

Crab Salad

\$19.59 per person

Crab lightly tossed with lemon aioli placed on top of a ring of avocado surrounded by seasonal greens with a touch of mango and watercress drizzled with champagne vinaigrette

Grilled Chicken Caesar

\$14.99 per person

Romaine tossed with Caesar dressing, parmesan cheese, croutons and topped with sliced grilled chicken breast, tomato, and lemon wedge.

New York Steak Salad

Market pricing

Hot Grilled New York steak sliced and served over romaine, Belgian endive & baby arugula, with thinly sliced red onion rings, cherry tomatoes and gorgonzola with red wine vinaigrette

South of the Border Salad

\$15.99 per person

Chopped Iceberg lettuce and cilantro tossed shallot vinaigrette and topped with shredded pork or beef, corn, Cheddar cheese, black olives, chopped tomato, black beans, tortilla chips served with sour cream and avocado

Cobb Salad

\$14.99 per person

Mixed greens with poppy seed vinaigrette, topped with bacon, diced chicken breast, avocado, hard-boiled egg, bleu cheese crumbles, and tomato

Caesar Salad Bar

\$18.59 per person (minimum 25)

Romaine lettuce with Caesar dressing - choose from a variety of toppings: grilled chicken breast, bacon, anchovies, tomato, mushrooms, artichoke hearts, parmesan cheese and croutons.

Theme Buffets

Work with our creative catering team and develop a unique buffet for your special event or choose one of the following themes

Western Barbecue

\$17.39 per person

Minimum 25 guests.

Contact Buildings & Grounds to order a grill and watch us grill hamburgers, hot dogs and garden burgers.

Includes two salad choices, watermelon wedges, baked beans, corn on the cob, potato chips, cookies, lemonade, iced tea and ice water.

Add grilled chicken for an extra \$3.65 per person.
or, substitute pork ribs for an additional \$5.00 per person.

Touch of Tuscany Buffet

\$18.89 per person

Minimum of 25 guests

Caesar salad or Market Salad, garlic bread,
fresh baby carrots and baby zucchini,

two types of pasta

(Fettuccine, Rigatoni, Spaghetti, Cheese Tortellini, and Tomato Basil Penne Rigate)

two types of sauces

(Bolognese sauce, Marinara sauce, or Pesto Alfredo Sauce)

topped with parmesan cheese,
and Tiramisu for dessert

with beverage choice and ice water

To add grilled sliced chicken for an extra \$3.66 per person
or eggplant parmesan add \$4.29 per person.

Asian Buffet

\$19.89 per person

Minimum of 25 guests

Grilled lime chicken with fruit salsa, or orange glazed pork tenderloin,
stir-fried julienne carrots and water chestnuts, jasmine rice,

fresh string beans with black bean sauce, fruit salad,

Key Lime Dessert Bars

with beverage choice and ice water

Rio Grande Buffet

\$18.89 per person

Minimum of 25 guests

Tacos and burritos with flour tortillas, crisp corn shells,
refried beans, Spanish rice, ground beef, lettuce, tomato, shredded cheddar, salsa,
guacamole, sour cream, tortilla chips, corn salad and cinnamon churros,

with beverage choice (may include Horchata) and ice water

To make chicken or beef fajitas instead of tacos, just add \$3.09.

Dinners

All dinner entrees are priced per person and include a green salad selection, gourmet breads, two dinner accompaniment selections, cheesecake w/raspberry couli, caramel and chocolate bread pudding, or slice of chocolate decadence cake.

Starbucks coffee, decaffeinated coffee, hot tea and pitchers of ice water.

We are happy to provide more than one entrée option (excluding vegetarian option) for an additional \$3.00 per person served or \$4.00 per person buffet.

ALL ENTRÉES MAY BE SERVED FOR LUNCH

Just reduce the cost of the entrée by \$3.00

Beef Entrées

Grilled Filet Mignon Served with Green Peppercorn Sauce	Market price
Prime Rib of Beef Thick-sliced prime rib with creamy horseradish sauce and au jus	Market price
Rolled Flank Steak Layers of asparagus, prosciutto, basil and Dijon mustard rolled in flank steak, sliced and served with Burgundy demi-glaze	\$24.99
Short Ribs of Beef Braised and roasted beef short ribs served with a prosciutto and porcini mushroom sauce over garlic mashed potatoes	\$22.29
Stir-Fried Ginger Beef Tender slices of beef stir-fried with teriyaki sauce, red, green and yellow julienne peppers mushrooms, water chestnuts, and snow peas served over mango rice	\$19.79

Pork and Lamb Entrées

Rack of Lamb Served with rosemary thyme demi-glaze with red roasted potatoes and baby orange carrots, green beans and broccoli	\$31.79
Pork Tenderloin Accompanied by Persian pomegranate sauce, caramelized onion mashed potatoes and French green beans with almonds	\$25.29
Grilled Pork Chop Served with Tomatillo salsa served with grilled baby zucchini, baby patty pan squash and a cheese polenta	\$20.59

Vegetarian Entrées

Wild Mushroom Risotto Topped with shredded Parmesan cheese and truffle oil garnished organic micro-greens	\$19.59
Vegetable Napoleon Layered grilled eggplant, zucchini, tomatoes and mozzarella, served with marinara sauce and fresh rosemary	\$19.59
Butternut Squash Ravioli Topped with a choice brown butter sage sauce or red pepper coulis	\$18.79

Poultry Entrées

- Pecan/Almond Crusted Chicken** \$22.59
Nutty sautéed chicken breast served with a creamy mustard sauce
- Lemon Garlic Chicken** \$21.59
Chicken breast seasoned in a fresh lemon-garlic vinaigrette and rubbed with fresh herbs and slowly roasted served with fresh asparagus and spiced couscous with raisins and almonds

Fish Entrées

Fresh fish based on availability

- Halibut Steak** \$27.99
Served with creamy lemon sauce served on pesto mashed potatoes with roasted multi colored baby carrots
- Mahi-Mahi** \$24.79
With lemongrass slaw and rice fritters

Pasta Entrées

Includes a choice of salad, garlic bread, cheesecake or Tiramisu with beverage choice and ice water

- Linguine** \$15.29
Topped garlic seasoned red bell peppers coulis and walnuts
- Eggplant Lasagna** \$19.59
Roasted eggplant, sun dried tomatoes and fresh herbs, layered with fresh mozzarella and ricotta cheese topped with marinara sauce
- Creamy Risotto** \$15.29
Offered with artichokes, hazelnuts, and Parmesan cheese

Additional Upscale Suggestions

- Add three prawns to any entrée or salad (+ \$7.50 per person)
- Add a sorbet course (+ \$3.00 per person)
- Add a fruit and cheese course (+ \$3.75 per person)
- Add a soup course (*price will vary: approximately + 3.50 per person*)
- Ask for customized menu cards (+ 2.00 per person)
- Add olive oil and balsamic vinegar with dinner breads (+1.00 per person)
- Substitute with an upscale dessert – *prices will vary*

Dinner Accompaniment Selections

(Some vegetables are only available seasonally)

- Wild rice pilaf with dried cranberries and pine nuts
 - Lemon dill white rice
 - Jasmine rice
 - Mango rice
- Garlic mashed potatoes
- Saffron and corn mashed potatoes
- Herb-roasted red potatoes
- Twice baked potato with sour cream & chives
- Penne pasta tossed with olive oil and garlic
 - Fettuccine Alfredo
 - Risotto
- Sun dried tomato and garlic polenta
- Roasted asparagus (seasonal)
- Green beans with shallots
- Multi-colored roasted baby carrots (*seasonal*)
 - Grilled baby zucchini
- Baby patty pan squash, baby zucchini and baby carrots with tops (seasonal)
 - Garlic Season Snow Peas

Dinner Salad Selections

- Caesar salad with lemon wedge
- Organic greens with goat cheese, dried cranberries, walnuts and raspberry vinaigrette
- Romaine with tomato wedge, toasted pine nuts, cucumber and pepper cream dressing
- Spinach salad with smoked bacon, red onion, tomato, toasted walnuts, crumbled blue cheese and balsamic vinaigrette
- Farmers Market Salad with new potatoes, green beans, basil, tomatoes, black olives on organic greens with Italian vinaigrette (Can be served as an entree)
- Organic greens with sliced avocado and sliced mango with passion fruit vinaigrette & pancetta crisps
- Caprice salad – fresh sliced tomatoes, fresh mozzarella and basil leaves with balsamic vinaigrette drizzle
- Frisee, shaved fennel, radicchio & arugula tossed with a lemon, thyme & shallot vinaigrette & topped with shaved asiago cheese & a dusting of flower petals
- Honey-roasted pear salad with butter lettuce, blue cheese, and hazelnut served with Thyme-Verjus Dressing or Champagne Vinaigrette

Hors D' Oeuvres

Platters

priced per person

Fresh Fruit Platter w/ Grapes	\$2.29
Gourmet Cheeses and Crackers <i>Cubes and slices of assorted cheeses</i>	\$2.39
Gourmet Cheese and Fruit Display <i>Slices of assorted cheeses and fruit</i>	\$3.99
Smoked Salmon Platter <i>Thin-sliced smoked salmon with capers, diced red onion,</i>	\$4.99
Caesar Salad Bit <i>A petit shell filled with traditional Caesar Salad</i>	\$3.29
Raspberry Baked Brie en Croûte <i>Brie cheese smothered with raspberry preserves and wrapped with puff pastry served with sliced baguette & crackers</i>	\$2.99
Hot Artichoke Dip <i>Rich and creamy artichoke dip, served hot with grilled crostini</i>	\$2.69
Chips and Dip <i>Choose either potato chips or tortilla chips</i>	\$1.59
Pepperoni or Vegetable Pizza <i>Cut into 12 slices</i>	\$12.49

Canapés

priced per item

Prosciutto Wrapped Melon	\$2.59	Vegetable Pot Stickers w/ Dipping Sauce	\$2.29
Polenta & Goat Cheese & Mushroom.....	\$2.59	Chicken Pot Stickers w/ Dipping Sauce	\$2.29
Sushi (bite-size California Roll)	\$2.59	Scallops /Creamy Lemon Vinaigrette	\$3.69
Brie, Pear and Almond Pouch.....	\$2.59	Stuffed Mushrooms with	
Mini Chicken & Mushroom Puff.....	\$2.89	Italian Sausage	\$2.39
Smoked Chicken Quesadilla	\$3.29	Meatballs in Burgundy Sauce 2 ea	\$2.29
Roasted Vegetable Quesadilla	\$2.89	Buffalo Wings w/Ranch or Blue Cheese	
Cheddar Cheese Puff	\$2.29	Dipping Sauce	\$2.29
Coconut/Macadamia Shrimp w/Dipping Sauce		Demi Cup Soup Sips	\$2.29
	\$3.69		
<i>Shrimp Scampi</i>	\$3.69		
Corn Fritters w/Asparagus Tips	\$2.79	Mini Smoked Turkey Pita	\$2.79
Tequila-glazed Chicken Bits	\$2.79		
Mini Crab Cakes.....	\$2.79		

Desserts

By the Slice

Chocolate Decadence <i>Heavy and rich velvety chocolate</i>	\$6.69
Marquise au Chocolate <i>Chocolate genoise, chocolate ganache, baked hazelnuts w/chocolate leaf</i>	\$6.69
Fruit Tart <i>Individual size: Choose Pear, Lemon or Apple Almond</i>	\$6.69
Chocolate Truffle Cake <i>Sinfully rich, flourless chocolate truffle cake decorated elegantly with a Dusting of cocoa powder and butter cream</i>	\$6.69
Four Seasons <i>Tangy raspberry mousse and lemon mousse, layered on lemon pound cake</i>	\$6.69
Raspberry Miroir <i>Raspberry mousse, pink & white striped biscuit, raspberry glaze, striped chocolate square</i>	\$6.69
Cabernet Pear Tart <i>A creamy almond frangipane filling is topped with pears and covered with Cabernet wine glaze</i>	\$6.69
Specialty Cheesecake <i>Choice of key lime, mocha, raspberry swirl, pumpkin, white chocolate, Lemon</i>	\$6.19
Cappuccino Mousse Cake <i>Chocolate joconde cake drenched in cappuccino syrup and layered between Cappuccino mousse and topped with a coffee glaze</i>	\$6.19
Cake	
Ice Cream or Sorbet <i>Choose from an assortment of flavors</i>	\$3.99

Menu Item Substitute – add \$3.29 per person to the price of your dinner entrée

Miniatures

Mini Cup Cakes (Black & White)	\$1.19		
Chocolate Éclairs	\$1.39	Assorted Petit Fours	\$2.29
Cream Puffs - vanilla	\$1.39	Bite-Size Cheesecakes	\$2.29
Bite-Size Dessert Bars	\$1.49	Tiny Fruit Tartlets	\$3.29
Chocolate coated Madeleine Cookies	\$1.49	Chocolate Dipped Strawberry	\$2.29
Joseph Schmidt Chocolate Truffles	\$3.49		

Fresh-Baked Snacks

Assorted Cookies	\$1.09
Gourmet Cookies to Dream About (Hershey's Triple Chocolate, Oatmeal Raisin, Reese's Peanut Chunks)	\$2.19
Dessert Bars <i>choose: almond delight (during school year only), brownie or lemon bar</i>	\$1.39
Gourmet Dessert Bars <i>choose: raspberry oatmeal bar, cappuccino silk, peanut butter silk, caramel silk, lemon blueberry cake bar, 7-layer bar</i>	\$2.19
Soft Pretzels <i>Fresh baked with mustard</i>	\$1.89
<i>With Cheese</i>	\$1.99

Plus, ask us about providing sheet cakes and other specialty desserts

Event Planning

Step 1:

Once you have reserved your space with Events and Conferences, give the Catering Sales Office a call to let us know when and what type of event you will be hosting.

Step 2:

For large events, there is no such thing as planning too early. We recommend finalizing your menu a *minimum* of eight weeks prior to the date of your event. For smaller functions, you may call us six weeks in advance for a full range of options. Some arrangements can be made by phone, but larger events typically require planning meetings. Please call the Catering Sales Office to make an appointment.

Step 3:

We recommend you send invitations for larger parties six weeks in advance. For more intimate functions, four weeks is typically adequate. Make sure you have planned your menu before sending invitations. In the months before your event, you should finalize all extra details and arrangements.

Step 4:

If possible, set your R.S.V.P. date two weeks before your event. We will ask you to estimate your guest count during the planning process, but require an exact count three business days by noon before your event. It is very important that your final guaranteed count is both timely and accurate.

Policies

Contracts

You will be sent a contract entitled "Confirmation Report," that outlines your catering arrangements. Please review the information, sign and send it back to us. We require a copy of each "Confirmation Report" with your signature and your account number or P.O. number **before** we can cater your event.

Guarantee Counts

A confirmation of attendance is due by 12:00pm three business days before your event. This number will be your guarantee, not subject to reduction. Should more people attend your event, we will do our best to serve them. On the final billing you will be charged for the guaranteed number or the actual attendance, whichever is greater. It is absolutely essential that you provide us with a timely and accurate guarantee count in order for us to best serve your needs.

Late Charges

Orders placed less than three days prior to the event will be charged an additional 40%, orders placed with less than one day notice will be charged an additional 100%. We will make every effort to meet your needs, but menu selection will be based on availability.

Contract Changes

Within the week prior to your event, contract changes may not be possible. Any changes that are made after the deadline are subject to a processing fee. Please remember the more changes that are made to your event, the more likely an error will be made in the execution of your event. All changes should be phoned or faxed to the Catering Sales Office.

Cancellations

Events or menu items may be cancelled anytime prior to one week (7 days) before the event with little or no charge. Events or menu items cancelled less than one week (7 days) before the event will be charged 35% of the total event cost. Events or menu items cancelled less than one day before the event will be charged 100% of the total event cost.

Payment

We require an account number for all events under \$500 and a Purchase Order Number for \$500 and above **before** catering SMC events.

Tax

We add the current California State sales tax.

Customization and Price Lists

We love to customize menus, just ask us if you are interested. If you have special recipes you'd like us to use for your event, there may be an additional fee. All price lists are subject to change, please confirm the current price list with the Catering Sales Office.

Labor Charge

If you are planning an event that will last longer than two hours, there will be an additional charge of \$1.00 per person for each additional hour of service.

Room Set-Up and Clean-Up

Events & Conferences is responsible for setting up, resetting, and cleaning rooms. You are responsible to arrange with them for tables, chairs, barbecues, stages, media equipment, electrical equipment, custodial services, and any other non-catering function.

Liquor

We do not have a liquor license, and therefore may not sell alcohol. You must provide any beer, wine, champagne and liquor you would like us to serve, please review our bar services to determine which setup you need. We do not charge corkage or pouring fees. Any alcohol must be provided the day of the event, and picked up directly after the event has concluded. We will not be responsible for storage of alcohol prior to or following any event. Please adhere to all state laws and campus policies.

Outside Food

Sodexo is the exclusive caterer for SMC. No outside food can be brought in and served on campus. Contact the Catering Sales Office for further information.

Leftovers

Due to California State health regulations, leftovers may not be removed from the event site. Saint Mary's College Catering Services accepts no responsibility for any food items removed. If catering equipment is removed from the event site, appropriate charges will be added to the final bill.

Flowers and Specialty Cakes

Buffet display of props or flowers and bud vases for your tables are generally provided on most of our setups, though they are not guaranteed. If you would like to order a special centerpiece there will be an additional charge - please contact our Catering Sales Office for prices. Floral arrangements provided by Catering Services that are removed from the event site will result in appropriate charges being applied to the final bill. You may choose to provide your own flowers or specialty cakes, just talk to our Catering Sales Office to arrange delivery times. We charge \$1.00 per person for cake cutting fee if you bring in your own cake.

Children's Menus and Special Diets

Children's menus and special diets ranging from low sodium, low fat, vegetarian, vegan, lactose intolerant, diabetic, food allergies and limited kosher can be accommodated. Please contact the Catering Sales Office to discuss options. There is an additional charge for some special diet plates, please inquire for further information. Children eight and under are half price.

Menu Tasting

You can sample specific menu items to assist in making menu decisions at a tasting. Tasting requests require at least one month advance notice and must be scheduled according to the catering chef and director's schedules. Tasting meetings are limited to two or three representatives from your group to facilitate decision making, and to three menu options. The tasting charge will be included in your event bill.

Linen and Skirting

We will provide linen on all food service tables. If you need additional cloths for meeting tables, add \$2.50 per table. If you need linen for an event where no food is served, we charge \$5.00 per tablecloth, \$1.00 per napkin and \$7.00 per skirt.