

## Catering Menu

University of Regina Food Services would like to welcome you to our campus. Our motto 'as one who serves' holds true to any undertaking! Our food services team promotes fresh, Saskatchewan-sourced food for our campus and local community. Our always enthusiastic and energetic team will make sure that your association and all your attendees have a wonderful Congress experience.

**Place your catering requests using the Congress Request System from February 26 to April 6, 2018 at [www.congress2018.ca/organizers](http://www.congress2018.ca/organizers).** When making your requests, please ensure that the quantities you enter adhere to the required minimum quantity and increment size, as indicated for each menu item. For tips and instructions, refer to *Planning Guide* pages 21-22.

For special requests beyond this menu, please contact [catering.2018@uregina.ca](mailto:catering.2018@uregina.ca). Every effort will be made to accommodate such requests, but no guarantees can be made. If a special request cannot be accommodated, you will be notified as soon as possible and no later than early May 2018.

### Breakfast (minimum 10 people with additional increments of 5)

<b>Morning Break</b> .....	(per person)	<b>\$6.25</b>
Fresh Fruit Platter (three kinds of melon, grapes, apples and pineapple); House Blend Coffee (100%); Assorted Teas (15%)		
<b>The Early Riser</b> .....	(per person)	<b>\$9.00</b>
Fresh Fruit Platter (three kinds of melon, grapes, apples and pineapple); Assorted Muffins; House Blend Coffee (100%); Assorted Teas (15%)		
<b>Light and Healthy</b> .....	(per person)	<b>\$11.00</b>
Yogurt, Granola and Berry Parfait; Fresh Fruit Platter (three kinds of melon, grapes, apples and pineapple); House Blend Coffee (100%); Assorted Teas (15%), Assorted Juices (25%)		
<b>Morning Deluxe</b> .....	(per person)	<b>\$13.00</b>
Assorted Pastries (1.5 per person); Yogurt; Fresh Fruit Platter (three kinds of melon, grapes, apples and pineapple); House Blend Coffee (100%); Assorted Teas (15%), Assorted Juices (25%)		

### Beverages (minimum 10 people with additional increments of 5)

<b>Morning Beverages</b> .....	(per person)	<b>\$4.00</b>
House Blend Coffee (100%); Assorted Teas (15%); Assorted Juices (25%)		
<b>Afternoon Beverages</b> .....	(per person)	<b>\$4.00</b>
House Blend Coffee (100%); Assorted Teas (15%); Assorted Soft Drinks (25%)		
<b>Assorted Juices and/or Soft Drinks</b> .....	(each)	<b>\$2.00</b>
<b>Coffee Pot</b> (10 cups) .....	(per pot)	<b>\$20.00</b>
<b>Infused Water Tower</b> (25 cups) .....	(per tower)	<b>\$25.00</b>
Lemon Lime or Kiwi Mint		

### Breaks and à la carte items (minimum 10 people with additional increments of 5)

<b>Assorted Muffins and Pastries</b> .....	(each)	<b>\$3.00</b>
<b>Granola Bars</b> .....	(each)	<b>\$2.50</b>
<b>Individual Assorted Yogurt</b> .....	(each)	<b>\$2.50</b>
<b>Whole Fruit</b> .....	(each)	<b>\$1.50</b>
Apples (50%); Bananas (50%)		
<b>Assorted Cookies</b> .....	(each)	<b>\$2.00</b>

<b>Assorted Potato Chips</b> .....	(each)	<b>\$2.00</b>
<b>Breads and Dips</b> .....	(per person)	<b>\$5.00</b>
Hummus and Baba Ganoush with Pita Breads and Olive Oil		
<b>Crudité Platter</b> .....	(per person)	<b>\$4.75</b>
Assorted Market Vegetables with Ranch Dip		
<b>Charcuterie Platter</b> .....	(per person)	<b>\$7.00</b>
Selection of sliced Genoa Salami, Prosciutto, Mortadella and Capicola served with sliced baguette, mustard and pickles.		
<b>Fruit and Cheese Platter</b> .....	(per person)	<b>\$7.75</b>
Fresh Fruit Platter (three kinds of melon, grapes, apples and pineapple) with International and Domestic Cheeses (Swiss, Cheddar, Marble Cheese) served with crackers		
<b>Sweet Spot</b> .....	(per person)	<b>\$8.50</b>
As assortment of Dessert Squares, Brownies and Cookies (1 per person); House Blend Coffee (100%), Assorted Teas (15%), and Assorted Soft Drinks (25%)		

**Lunch** (minimum 10 people with additional increments of 5)

**Sandwich Packages**

Includes choice of one (1) each of sandwich, salad and dessert option; House Blend Coffee (75%) and Assorted Soft Drinks (50%)

Choice of one (1) of the following sandwich options:

- **Simple Sandwiches** ..... (per person) **\$14.50**  
An assortment of sandwiches on whole grain sliced bread (1 per person): Egg Salad, Tuna Salad, Chicken Salad
- **Wraps** ..... (per person) **\$15.50**  
An assortment of wraps (1 per person): Chicken Caesar, Roasted Vegetables with Spinach & Cheddar Cheese, Roast Beef, Ham and Swiss.
- **Deli Sandwiches** ..... (per person) **\$16.50**  
An assortment of deli-style sandwiches on Rye Bread & Ciabatta Buns (1 per person): Roast Beef and Cheddar, Turkey and Swiss, Ham & Cheddar and Grilled Tomato & Cheddar.
- **Build your own Sandwich** (maximum of 25 people) ..... (per person) **\$16.50**  
An assortment of sliced deli meats and breads: Ham, Roast Beef & Turkey, Rye Breads and Ciabatta Buns. Accompanied by Swiss or Cheddar Cheese with Mayo & Mustard.

Choice of one (1) of the following salad options:

- Classic Caesar salad
- Mixed greens salad
- Baby potato salad

Choice of one (1) of the following dessert options:

- Assorted brownies
- Assorted cookies
- Assorted dessert squares

**Hot Buffet Lunch**

Includes choice of one (1) each of buffet meal, vegetable, and dessert option; House Blend Coffee (75%) and Assorted Soft Drinks (50%)

Choice of one (1) of the following buffet meals:

- **Roasted Vegetable Fusilli with Garlic Bread** ..... (per person) **\$16.75**
- **Chicken Thigh Scaloppini with Garlic Mashed Potatoes** ..... (per person) **\$18.50**
- **Miso Glazed Black Cod with Wild Rice Pilaf** ..... (per person) **\$21.25**

Choice of one (1) of the following vegetable options:

- Sautéed mixed vegetables
- Mixed greens salad
- Baby potato salad

Choice of one (1) of the following dessert options:

- Assorted brownies
- Assorted cookies
- Assorted dessert bars

**Dinner** (minimum 10 people with additional increments of 5)

**Buffet Dinner** ..... (per person) **\$34.50**

Served with a “create-your-own” salad bar including fresh vegetables, cheeses, croutons, assorted dressings, artisan breads, Chef’s dessert bar, and coffee (100%) and tea (25%).

Choice of two (2) of the following main dishes, served with Seasonal Vegetables and Chef’s Choice of rice or potato:

- AAA Flatiron Steak with Brandied Peppercorn Demi-Glace
- Chicken Supreme with White Wine and Field Mushroom Cream Sauce
- Ukrainain Meal with Local Sourced Sausage, Vegetarian Cabbage Rolls & pierogies
- Lentil and Quinoa Stuffed Portobello Mushroom with Spinach and Asiago

**Plated Dinner** ..... (per person) **\$40.00**  
Served with Artisan Breads, coffee (100%), tea (25%) and water service.

Appetizer – Choose one (1) of the following:

- Charcuterie and Crostini with Pickles and Lemon Fennel Salad
- Spicy Lentil Soup with Tomato, Kale and Confit Garlic
- Spinach and Arugula Salad with Quinoa and Strawberries, Spiced Pecans and Avocado

Entrée – Choose one (1) of the following:

- Roasted Zucchini & Wild Mushroom Duxelle Pinwheels with a Herb Tomato Sauce & Wild Rice Pilaf
- Grilled Chicken Breast Supreme with Saskatoon Port Demi-Glace, Wild Rice Pilaf and Seasonal Vegetables
- Pork Tenderloin with Apple Bacon Chutney, Potato Pavé, and Seasonal Vegetables
- Marinated Flank Steak with Chimichuri Sauce, Roasted Fingerling Potatoes & Seasonal Vegetables

Dessert – Choose one (1) of the following:

- New York Style Cheese Cake with Saskatoon Berry Compote, Chocolate Sauce or Caramel
- Classic Tiramisu Parfait with an Espresso Whipped Cream Topping
- Canadian Apple Crumble with a Blueberry Compote

**Receptions** (minimum 10 people with additional increments of 5)

**Casual Reception Package** ..... (per person) **\$23.00**  
A selection of fruit and cheese served alongside the following appetizers: Chicken Satay with Curried Mandarin Glaze; Red Thai Meatballs; Peppered Shrimp with Lemon Salsa; Spanikopita with Tzatziki. (3-4 pieces per person)

**Formal Reception Package** ..... (per person) **\$33.00**  
A selection of fruit and cheese served alongside the following appetizers: Mushroom Duxelle on a Crustini with Shaved Parmesan & a Balsamic Reduction; Seared Pear & Brie on a Cracker; Wasabi Shrimp with Avocado; Seared Tuna Tacos; Smoked Beef Sliders; Tomato Bocconcini Caprese Skewer. (3-4 pieces per person)

**Breads and Dips** ..... (per person) **\$5.00**  
Hummus and Baba Ganoush with Pita Breads and Olive Oil

**Crudité Platter** ..... (per person) **\$4.75**  
Assorted Market Vegetables with Ranch Dip

- Charcuterie Platter** ..... (per person) **\$7.00**  
Selection of sliced Genoa Salami, Prosciutto, Mortadella and Capicola served with sliced baguette, mustard and pickles.
- Fruit and Cheese Platter** ..... (per person) **\$7.75**  
Fresh Fruit Platter (three kinds of melon, grapes, apples and pineapple) with International and Domestic Cheeses (Swiss, Cheddar, Marble Cheese) served with crackers.

### Bar Services

Bars are staffed with one (1) bartender and one (1) attendant for every 80 guests. Clients are billed \$25 an hour per employee for a minimum of three hours.

- Domestic Beer** ..... **\$6.00**  
**House Red Wine** ..... **\$6.50**  
**House White Wine** ..... **\$6.50**

#### Host Bar

You, the client, cover the cost of all beverages served and are invoiced based on consumption. Host bar prices include all taxes and plastic disposable single-use cups.

#### Ticket Bar

You, the client, cover the cost of all beverages redeemed with a coupon. Your guests also have the option to buy their own beverages. Payments are accepted by cash only. Ticket bar prices include all taxes and plastic disposable single-use cups. Coupons can be provided by you, the client, or organized through catering services.

#### Cash Bar

Your guests buy their own beverages and you, the client, are not charged. Payments are accepted by cash only. Cash bar prices include all taxes and plastic disposable single-use cups.

## Policies and General Information

### Minimum Orders

A minimum value of \$15, before taxes, per catering delivery is required for all food and beverage orders.

### Tax, Service Charge and Gratuities

All catering orders will be subject to 5% GST & 6% PST. Gratuities are not included in these prices, nor are associations charged for them. If you are delighted with our service, please tell your friends and colleagues about us.

### Guaranteed Attendance

Estimated attendance numbers are requested at time of booking. Adjustments to these numbers can be made until May 11, 2018 by emailing [catering.2018@uregina.ca](mailto:catering.2018@uregina.ca). If no changes are made, the expected attendance will be used as the guarantee.

### Allergies and Dietary Restrictions

For attendees with special dietary concerns, association organizers must provide notification no later than May 11, 2018. We are happy to accommodate most special dietary requirements, but alternative meals will come with a \$2.00 upcharge (e.g. gluten-free bread).

### Cancellation

To properly plan for your event, we purchase required items, schedule required associates, and perform administrative duties prior to your arrival. Therefore, cancellation of your function represents revenue loss and must adhere to our policy below. To cancel an order, please send an email to [catering.2018@uregina.ca](mailto:catering.2018@uregina.ca).

- 7+ business days prior to Event = no penalties
- 6 to 4 business days prior to Event = 50% of all charges\* will apply
- Less than 3 business days prior to Event = 100% of all charges\* will apply

*\*All charges refers to Food and Beverage, Labour, and Equipment costs based on the anticipated number of attendees at the time the cancellation takes place.*

### On-site Contact

An on-site contact for your association is required to be present at the time of delivery to sign and receive all catering orders. Please ensure that this contact is available up to 30 minutes in advance of meal start times and is aware of all information regarding the function and the agreements that have been settled upon.



### **Delivery and Pick-up**

Delivery and set-up times are based on 30 minutes or less prior to the event “start time” indicated in your catering request. For example, if your start time is 8:00am, we will deliver between 7:30am-8:00am.

The pick-up will be completed during the next catering delivery. If there are no further deliveries, the approximate pick-up time is based on 30 minutes or less after the catering “end time” you choose when submitting your catering requests.

For health and safety reasons, no food can be packaged or taken off-site from any event. We also ask that you do not change the locations of the food items (unless stated in advance) to help us ensure proper pick-up.

### **Linen and Equipment**

All orders will be delivered with disposable plates, cutlery, napkins, cups and trays unless otherwise requested. Linen for catering/buffet tables will be provided; any additional linens are available for a charge of \$10 each.

All equipment delivered on campus is the responsibility of the client. The value of any lost and/or broken equipment will be charged to the client’s invoice.

### **Labour**

As a standard, catering orders are served and displayed in buffet format (excluding plated meals). Should you request waiter service (i.e. passed appetizers during a reception), then an additional labour fee of \$30.00 per hour per server will apply (4 hours minimum is required).