



COLBY COLLEGE CATERING

Welcome to catering services at Colby College. These menus have been designed to assist you in your event planning. However, every function is unique and we will be happy to create a customized menu for your event, large or small. To provide you with the highest level of service while minimizing cost, we have established the following guidelines to assist you. Please review this menu and place your orders with the Special Programs staff at 207-859-4730 or at summer@colby.edu.

BREAKFAST

(Minimum of 15 guests)

Colby Breakfast

\$7.65/Person

Assorted fresh baked bagels, muffins and mini Danish served with cream cheese, butter and preserves. Includes carafes of orange, apple and cranberry juice and complete locally roasted coffee service.

Maine Continental

\$13.15/Person

Fresh fruit tray accompanied with assorted fresh baked bagels, muffins and mini Danish served with cream cheese, butter and preserves. Includes carafes of orange, apple and cranberry juice and complete locally roasted coffee service.

European Continental

\$13.15/Person

Freshly-baked croissants, scones and mini artisan rolls with butter and fruit preserves, local artisan cheeses, and fresh fruit salad. Includes carafes of orange, apple and cranberry juice and complete locally roasted coffee service.

The Farm**\$12.00/Person**

Fluffy scrambled eggs with cheddar cheese, your choice of Applewood smoked bacon, pork sausage links or grilled ham steaks. Accompanied with O'Brien potatoes, mini croissants and fresh fruit tray. Includes carafes of orange, apple and cranberry juice and complete locally roasted coffee service.

Omelet Station**\$17.55/Person**

Made to order omelet station with assorted toppings, fresh fruit salad, your choice of hickory smoked bacon, turkey sausage or pork sausage; home fries, fresh baked pastries, a fresh fruit bowl, complete coffee service and fruit juice. Sauté chef fee will be an additional charge

Breakfast Sandwich Buffet**\$11.55/Person**

Grilled egg and cheese served on an English muffin with bacon, sausage or ham. Served with breakfast potatoes and seasonal fresh fruit tray. Includes carafes of orange, apple and cranberry juice and complete locally roasted coffee service.

- breakfast sandwich choice
 - bacon, egg and cheese
 - sausage, egg and cheese
 - ham, egg, and cheese

Healthy Start Breakfast**\$10.50/Person**

Steel cut oatmeal and a build your own parfait bar. Toppings include fresh fruit, crunchy granola, raisins, brown sugar, and cinnamon. Includes carafes of orange, apple and cranberry juice and complete locally roasted coffee service.

Border Breakfast**\$12.00/Person**

Breakfast burritos filled with scrambled eggs, chorizo sausage, breakfast potatoes and cheese rolled in warm tortillas and served with house-made pico de gallo. Accompanied with seasonal fresh fruit and carafes of orange, apple and cranberry juice and complete locally roasted coffee service.

Breakfast Frittata**\$12.00/Person**

An egg based Italian dish with your choice of fresh vegetables and cheddar cheese or have it with ham and cheese served with a fresh fruit tray, mini Danish, and O'Brien potatoes. Carafes of orange, apple and cranberry juice and complete locally roasted coffee service.

Breakfast à la Carte

Assorted fresh bagels w/ cream cheese butter & preserves	\$24.15/Dozen
Assorted fresh baked muffins	\$16.45/Dozen
Assorted mini breakfast pastries	\$16.45/Dozen
Assorted doughnuts	\$9.85/Dozen
Individual assorted yogurts	\$1.80/Each
Individual fruit and yogurt parfaits with granola	\$3.00/Each
Fresh baked cinnamon rolls	\$16.45/Dozen
Fresh baked Danish	\$16.45/Dozen
Fresh baked pecan rolls	\$18.65/Dozen
Fresh baked tea breads tray	\$16.45/Dozen
Seasonal whole fruit	\$1.65/Each
Mini assorted scones	\$10.95/Dozen
Buttermilk pancakes with maple syrup	\$2.15/Person
Challah French toast with maple syrup	\$2.15/Person
Individual assorted yogurts	\$1.80 each
Individual fruit and vanilla yogurt parfaits with granola	\$3.00 each
Seasonal whole fresh fruit	\$1.65/Piece
Steel cut oatmeal with toppings (minimum 15 people)	\$1.65/Person
Vegetable quiche (minimum 8 people)	\$2.75/Person
Vegetarian frittata	\$2.75/Person
Yogurt bar	\$1.65/Person
Seasonal fresh fruit tray	
• small (serves 15-25)	\$45.00
• medium (serves 25-50)	\$105.00
• large (serves 50-100)	\$160.00

BEVERAGES

(One Gallon Serves 15)

Hot Beverage

Fair trade decaf coffee	\$22.00/Gallon
Hot apple cider	\$21.00/Gallon
Hot chocolate	\$21.00/Gallon
Hot tea with honey and lemon	\$22.00/Gallon
Locally roasted coffee	\$22.00/Gallon

Cold Beverages

Apple cider (hot or cold)	\$21.00/Gallon
Assorted canned soda	\$1.80/Each
Bulk ice water with lemonade	\$5.50/Gallon
Carafe of juice – (orange, cranberry, apple)	\$12.00/Each
Flavored canned sparkling water	\$1.80/Each
Fruit infused spa water	\$9.90/Gallon
Fruit juice (orange, apple or cranberry)	\$19.80/Gallon
Iced coffee	\$22.00/Gallon
Iced tea/lemonade blend - per gallon	\$22.00/Gallon
Lemonade - per gallon	\$22.00/Gallon
Non-alcoholic mimosa punch	\$27.50/Gallon
Sparkling strawberry punch	\$27.50/Gallon
Sweetened iced tea	\$22.00/Gallon
Unsweetened iced tea	\$22.00/Gallon

LUNCH

Sandwich Buffets

Asian Inspired Lettuce Wrap Buffet

\$15.40/Person

(Minimum of 10 guests)

Asian inspired buffet featuring:

Assorted sodas and seltzer waters

Boston bibb lettuce

California chicken salad with yogurt

Cilantro lime turkey

Cucumber tomato salad

Iced water

Lemon pepper tuna

Minted fruit salad

Vegan edamame quinoa

The Freshman

\$14.85/Person

(Minimum of 10 guests)

Assorted sandwiches or wraps (your choice of 3)

Vegan edamame quinoa

choice of one side

assorted fresh baked cookies

assorted canned soda

Sandwiches and Wraps

(Choice of 3) (Can be made celiac-friendly)

Apricot almond chicken salad on focaccia

BLT wrap

Buffalo chicken wrap

Chicken caesar salad on whole wheat wrap

Chicken salad on multigrain baguette

Chicken with cucumber, red bell pepper, and blue cheese dressing on sourdough

Corned beef with cole slaw on marble rye

Sandwiches and Wraps Continued

Cranberry turkey ciabatta

Grilled chicken with caramelized onions, field greens and paprika aioli

Grilled chicken with sage pesto and apples on ciabatta

Grilled chicken with sun-dried tomatoes and goat cheese on multigrain baguette

Ham and swiss with dijon mustard on marble rye

House roasted roast beef and bleu cheese on whole wheat wrap

Italian combo on sub roll

Maple mustard turkey on rye

Muffuletta on ciabatta

Pesto chicken sandwich with artichokes, roasted peppers and provolone on multigrain baguette

Roast beef with lemon-basil mayonnaise and roasted red onions on focaccia

Roast beef with olive tapenade, grilled tomatoes and lettuce on ciabatta

Roast beef with pepper jack cheese and chili mayonnaise wrap

Roast beef with tomato relish, field greens and red pepper aioli on ciabatta

Smoked turkey sandwiches with bleu cheese and red onions on ciabatta

Southwest turkey wrap

Tandoori chicken wrap

Tex-mex ham ciabatta

Turkey Cobb on whole wheat wrap

Turkey walnut waldorf on multigrain baguette

Turkey, bacon and cucumber with cumin scented mayonnaise on ciabatta

Turkey, cranberry and pecan salad croissant

Beefsteak tomatoes with fresh mozzarella, basil, field greens, and balsamic drizzle on multigrain baguette (vegetarian)

Cheese sandwich on hearty multigrain bread (vegetarian)

Moroccan garbanzo bean and feta on multigrain wrap (vegetarian)

Chana masala rice and chickpea burrito (vegan)

Grilled portobello mushroom with roasted red peppers and house made hummus on multigrain baguette (vegan)

Roasted vegetables with house made hummus on multigrain wrap (vegan)

Southwestern tofu wrap (vegan)

Side salad

(Choice of 1)

- Caesar salad
- Cape cod chips
- Cider glazed carrots and quinoa salad
- Fresh fruit salad
- Garden salad with two dressings
- Greek pasta salad
- Mediterranean barley salad
- Red skin potato salad
- Southern style cole slaw

Dessert Choice

(Choice of 1)

- Cookies
- Brownies

Add-ons:

House made soup du jour **\$1.65/Person**

Additional side **\$1.40/Person**

- Southern style cole slaw
- Garden salad with two dressings
- Caesar salad
- Red skin potato salad
- Fresh fruit salad
- Mediterranean barley salad
- Potato chips
- Cider glazed carrots and quinoa salad

(You may request box lunches for an extra charge)

Salad Buffets

(Minimum of 10 guests)

The Chaplin

\$12.00/Person

Classic Caesar salad with grilled chicken breast, artisan dinner roll and butter, fresh baked cookies, and assorted canned soda

The Boardman

\$12.00/Person

Spinach salad with toasted almonds, cranberries, grilled chicken breast topped with a sesame/poppy seed dressing, artisan dinner roll and butter, fresh baked cookies, and assorted canned soda

The Waterville

\$12.00/Person

Thai-style salad with chicken or tofu, shredded napa cabbage, cilantro, mint, lemongrass dressing, green onions, and lime wedges, artisan dinner roll and butter, fresh baked cookies, and assorted canned soda

The Mayflower Hill

\$12.00/Person

Cobb salad with turkey, bacon, hard boiled egg, avocado, tomatoes and bleu cheese, artisan dinner roll and butter, fresh baked cookies, and assorted canned soda

The Colby

\$12.00/Person

Firecracker spinach salad with orange sesame dressing topped with tofu, artisan dinner roll and butter, fresh baked cookies, and assorted canned soda

DINNER

Buffet and Themed Packages

Taste of Texas

\$20.85/Person

(Minimum of 20 guests)

Choice of three house made salads
Fresh baked corn bread with honey butter
BBQ beef brisket with Texas BBQ sauce
Grilled chicken with ancho cherry BBQ sauce
Choice of vegetarian option,
Peach cobbler
Assorted flavored seltzers and sod

Salad

(Choice of 3)

Fireworks cole slaw
Two Potato salad with mustard dressing
Three bean salad
Home-style traditional cole slaw
Home-style traditional potato salad
Tomato, cucumber, and onion salad

Vegan and vegetarian salads:

(Choice of 1)

Grilled eggplant parmesan (vegetarian)
Grilled tofu and vegetable kabobs (vegan)
Vegetable packets, assorted vegetables in parchment packets (vegan)

Create your own buffet dinner

\$23.50/Person

(Minimum of 15 guests)

Choice of salad

Artisan rolls and whipped butter

Choice of two entrees

Two accompaniments

Choice of one dessert

Assorted seltzers, soda with coffee and tea station

Taste of New England Buffet

\$25.25/Person

New England Clam Chowder; garden salad with apple cider vinaigrette, cranberry bread and parker house rolls, Yankee pot roast with roasted root vegetables, baked scrod with Ritz cracker crumbs, gnocchi with sage and butter sauce; choice of Boston cream pie, whopie pies, or strawberry rhubarb pie and complete beverage set up

Taste of Tuscany Buffet

\$21.95/Person

Classic Caesar salad, fresh mozzarella, basil and tomato salad, parmesan and sage bread with butter, your choice of entrees, tiramisu and complete beverage set up

Taste of Tuscany entrée choice:

(Choice of 1)

Chicken medallions with portabella mushrooms and oven roasted tomatoes

Grilled salmon with red wine reduction and herbs

Chicken breast stuffed with prosciutto, fontina, and spinach

Linguini in white clam sauce

Calamari fra diavolo over pasta

Eggplant parmesan (vegetarian)

Gnocchi with house made marinara (vegan)

Pasta al pomodoro (vegan)

Butternut squash ravioli with sage-brown butter sauce (vegetarian)

Taste of Asia Dinner Buffet

\$25.85/Person

Mixed greens with ginger sesame soy vinaigrette
Scallion tofu cakes with spicy mango chutney
Sesame lo mein noodles
Vegetarian fried rice
Wilted baby bok choy
Banana spring rolls with spicy caramel sauce
Limeade and ice water

South of the Border Dinner Buffet

\$21.95/Person

Spanish rice
Black bean and corn salad
Taco bar with choice of 2 proteins
Refried beans
Shredded lettuce, diced tomatoes, cheddar cheese
House made salsa
Guacamole and sour cream
Taco shells and 6" flour tortillas
Flan
Assorted seltzers and soda

America's backyard BBQ-Seasonally available

\$15.95/Person

Choice of three house made salads, fresh baked corn bread with honey butter, bbq beef brisket with Texas and Carolina style BBQ sauce, grilled chicken with ancho cherry BBQ sauce, choice of vegetarian option, peach cobbler and compete beverage set up

Fireworks cole slaw
Two potato salad with mustard dressing
Three bean salad
Home-style macaroni salad
Home-style traditional cole slaw
Home-style traditional potato salad
Tomato, cucumber and onion salad

Café menu du Jour**\$18.65/Person**

(Minimum of 10 guests)

chef's choice of meat and vegetarian entrée with companioned sides, garden salad with two dressings, fresh baked dinner rolls, dessert, and beverages

Pasta du Jour**\$17.55/Person**

Chef's choice pasta entrée with a meat and vegetarian option, fresh vegetable, Caesar salad, garlic bread sticks, dessert, and beverages

Small plate options

Buffalo chicken wings

Band mash

Shepherd's pie

Steamed mussels

Mushroom cassoulet

Turkey burgers with capers & cheddar

Fish and chips

Eggplant and tomato stacks

Lobster macaroni and cheese

Plated Dinner Options

We specialize in designing custom menus for all occasions. We offer fresh ingredients, creative presentation, and professional hands-on service. Call our catering office and let us design a menu just for your occasion. Following are menus to use as a starting point.

Prices are based on a **minimum of 25 people**. All served dinners include artisan rolls, whipped butter, olive oil, tossed salad, and dessert.

Plated menu entrée:

(Choice of 2)

Pan Roasted Statler Chicken Breast**\$25.25/Person**

With crisp potato cake, wilted greens, and lemon-herb compound butter

Chili-garlic seared diver scallops**Market Price**

With snow peas, lotus root, finger lakes fresh bok choy, and steamed black rice

Prosciutto-wrapped pork tenderloin medallions**\$28.55/Person**

With chianti-sage risotto, crumbled gorgonzola, and natural jus

Plated menu entrée continued:

Grilled center-cut filet mignon **\$32.25/Person**

With potato pavé, steamed baby vegetables, and green peppercorn demi-glace

Pan-seared wild salmon **\$31.85/Person**

With maple-mustard glaze, French beans, and fork-mashed potatoes

Roast breast of duck **\$21.15/Person**

With cabernet bing cherry reduction, sweet potato puree, and sautéed haricots verts

Roasted vegetable napoleon (vegan) **\$24.15/Person**

With spiced carrot puree, crispy shallot, and chive oil

Wild mushroom risotto cake with roasted butternut squash **\$22.25/Person**

With creamy leeks, sautéed chard, and brown butter–sage emulsion

Dessert Selection:

(Choice of 1)

Key lime pie

Tiramisu

New York style cheesecake

Hazelnut chocolate mouse

Flourless chocolate cake (**additional \$2.20/person**)

PIZZA

Cheese pizza	\$11.00
Pepperoni pizza	\$12.40
Italian sausage pizza	\$12.40
Vegetable pizza – peppers, onions, mushrooms and broccoli	\$12.40
Create your own	\$11.00 +
Pepperoni	\$1.40/Topping
Italian sausage	
Ground beef	
Mushrooms	
Onions	
Green pepper	
Ham	
Black olives	
Broccoli	
Hot peppers	
Chicken	
Bacon	
Artichokes	
Canadian bacon	

Gourmet Pizza: \$13.75

Buffalo chicken - pizza dough topped with our house made bleu cheese dressing, grilled chicken tossed in hot sauce topped with mozzarella and celery

Margarita pizza – olive oil, fresh garlic, basil, and sliced tomatoes topped with mozzarella and parmesan

BBQ chicken – chicken tossed in our house made bbq sauce, red onions, and cilantro topped with mozzarella and gouda cheese

Mediterranean – olive oil base, zucchini, roasted eggplant, sun-dried tomato, fresh garlic, oregano, and feta cheese

Mexican – refried beans, ground beef, onions, chili peppers, and jalapenos topped with a cheddar/monterey jack blend. Finished with fresh crisp lettuce, chopped tomatoes and sour cream

Gourmet Pizza Continued:

Tropical Hawaiian – house made pizza sauce with canadian bacon, smoked bacon, and pineapple topped with cheese

Florentine – olive oil base with fresh spinach, garlic, chopped tomatoes, ricotta and Monterey jack cheese

Pesto - basil pesto with mozzarella, tomatoes, peppers, red onions, pepperoncini and feta

Bacon Cheeseburger – ground beef, smoked bacon, chopped tomatoes, and onions topped with a cheddar/mozzarella cheese blend

Chicken Fajita – house made salsa, marinated chicken breast, red onions, green peppers, and diced tomatoes topped with cheddar cheese

Chicken Broccoli - Alfredo sauce, marinated chicken breast with fresh cut broccoli florets topped with mozzarella and cheddar cheese

Italian – prosciutto, salami, pepperoni, and Italian sausage with diced tomatoes, onions, basil over our house made pizza sauce topped with ricotta, mozzarella and provolone cheese

Steak and Gorgonzola – a light cream sauce topped with tender grilled steak, gorgonzola, sun-dried tomato, and spinach with mozzarella, provolone and parmesan cheese

*Add garden salad or caesar salad for **\$22** per 10 quests*

RECEPTIONS

Hot hors d'Oeuvres

Brie en croûte with toast points	\$55.00/50 People
Chicken saltimbocca bites	99.00/50 Pieces
Chicken satay with peanut dipping sauce	\$71.50/50 Pieces
Chickpea vegetable pokora with tamarind dipping sauce (vegan)	\$71.50/50 Pieces
Crab stuffed mushrooms	\$143.00/50 Pieces
Edamame potsickers with sweet chili sauce (vegetarian)	\$88.00/50 People
Florentine stuffed mushrooms (vegan)	\$105.00/50 Pieces
Hot artichoke dip with pita chips	\$71.50/50 People
Hot crab and spinach dip with pita chips	\$93.50/50 People
Lamb kofte with minted yogurt sauce	\$93.50/50 People
Mini beef wellingtons	\$165.00/50 People
Mini cocktail meatball	\$69.30/50 People
Mini crab cakes with remoulade	\$104.50/50 Pieces
Mini sweet potato pancakes with cranberry chutney (Veg)	\$82.50/50 Pieces
Sesame chicken with a tomato-chipotle dipping sauce	\$71.50/50 Pieces
Spanakopita (Vegetarian)	\$71.50/50 Pieces

Cold Hors d'Oeuvres

Assorted sushi and sashimi with wasabi and soy sauce	Market price
Bruschetta with Greek olive tapenade and basil pesto	\$82.50/50 Pieces
Caprese skewers	\$82.50/50 Pieces
Crostini with Sicilian eggplant caponata and fresh basil	\$82.50/Pieces
Five spice chicken salad in wonton cup	\$82.50/50 Pieces
Fresh fruit kabobs	\$110.00/50 Pieces
Mixed nuts	\$23.10/Pound
Profiteroles with smoked chicken salad	\$82.50/50 Pieces
Shrimp cocktail	Market price

PARTY TRAYS

Fresh fruit mosaic with yogurt dip

Small serves 5-10	\$18.15
Medium serves 11-20	\$35.75
Large serves 20-30	\$53.35

Crudités tray

Small serves 5-10	\$18.15
Medium serves 11-20	\$35.75
Large serves 20-30	\$53.35

Grilled vegetable tray with herb dipping sauce

Small serves 5-10	\$24.75
Medium serves 11-20	\$42.35
Large serves 20-30	\$59.95

Domestic cheese tray with crackers

Small serves 5-10	\$33.00
Medium serves 11-20	\$66.00
Large serves 20-30	\$99.00
<i>*Local & international artisan cheeses with crackers</i>	Market Price
<i>*Assortment of exceptional handmade local cheeses</i>	Market Price
<i>*48 hours' notice required</i>	

Antipasto

Pepperoni, genoa salami, prosciutto, fresh mozzarella, marinated artichoke hearts, Grilled vegetables, marinated mushrooms and cured olives with toasted crostini

Medium serves 10-20	\$88.00
Large serves 21-35	\$170.50

Mediterranean platter

Hummus, baba ghanoush, local feta, stuffed grape leaves and Kalamata olives with cumin scented pita chips

Medium serves 10-20	\$82.50
Large serves 21-35	\$160.00

Hummus with pita chips

Traditional, black bean or roasted red pepper hummus with cumin scented pita chips

Medium serves 10-20	\$58.00
Large serves 21-35	\$96.00

Pinwheels

An assortment of your favorite sandwich fillings in bite size mini wraps

Medium serves 10-18 (approximately 50 mini wraps)	\$66.00
Large serves 15-27 (approximately 70 mini wraps)	\$88.00

SWEETS

(Price Per Dozen)

Assorted dessert bars	\$13.15
Assorted fresh baked cookies	\$8.75
Assorted petit fours	\$16.50
Baklava	\$16.50
Chocolate brownies	\$11.00
Chocolate truffles	\$33.00
Chocolate whoopee pies	\$19.80
Colby cookies	\$12.00
Jumbo decorated cupcakes	\$16.50
Made without glute containing ingredients bars	\$37.40
Made without glute containing ingredients brownies	\$37.40
Made without glute containing ingredients cookies	\$37.40
Red velvet whoopee pies	\$19.80
Seasonal palmier puff pastry cookies	\$12.00
Vanilla whoopie pies	\$19.80
Vegan cookies	\$14.00

Ice Cream Sundae Bar

(20 guest minimum)

\$6.90/Person

Maraschino cherries, and whipped cream are included

Choice of ice cream flavors (one per 45 guest): – chocolate, vanilla, strawberry

Choice of two sauces: chocolate, strawberry or caramel

Choice of three toppings: sprinkles, cookie crumbs, crushed peanuts, heath bar pieces, M&M's, special occasion cakes

Special Occasion Cakes

Quarter sheet cake (serves approximately 12) **\$16.50**

(Chocolate, vanilla, red velvet, or marble)

Half sheet cake (serves approximately 40) **\$33.00**

(Chocolate, vanilla, red velvet, or marble)

Full sheet cake (serves approximately 80) **\$66.00**

(Chocolate, vanilla, red velvet, or marble)

Single layer round **\$13.20**

Double layer round **\$19.80**

(Cakes require a notice of 3 business days)

ALCOHOLIC BEVERAGES

Open Bar

If you wish to have an open bar at your reception or dinner, please let us know in advance. A set up charge of \$110.00 fee will be charged. We require one bar tender for every 100 guests. If additional bar tenders are needed, the charge is \$16.50 per hour for a 2 hour minimum. The state of Maine and the city of Waterville require an off premise alcohol permit. A fee of \$49.50 will be added to your contract for the alcohol permit.

Cash Bar

If you wish to have a cash bar at your reception or dinner, please let us know in advance. A \$110.00 fee will be charged for guest counts up to 100 guests. The state of Maine and the city of Waterville require an off premise alcohol permit. A fee of \$49.50 will be added to your contract for the alcohol permit.

Alcohol procedure and policy

All alcoholic beverages must be served by our personnel and consumed in designated areas. Proof of age will be required. Colby college catering reserves the right to refuse service of alcoholic beverages to any person. All beverages are to remain within the facility. Beverages not consumed will remain the property of Colby College in accordance with the laws of the state of Maine. Any specialty alcohol is purchased in fill through Colby college catering by the customer and unopened bottled can be taken off premise by the customer at the end of the event.

Alcohol Service/Policy

A full bar setup (if liquor is planned) at a dinner or reception is dollar amount per person/guest. All necessary bar items, except the alcohol, are provided with this charge, including nonalcoholic beverages, ice mixers, napkins and plastic cups. An additional fee for glassware will be applied to the final bill based cost. We recommend at least one server for every 75 -100 guests for beer and wine service, if full bar one server per 50-75 guests.

Service Levels

Our catering department offers four distinct service levels to fit your event's needs.

Drop-off

Drop-off service is recommended for beverage, continental breakfast, and deli buffets. It does not include any attendants. Your order will be dropped off and picked up at the times specified on your event order.

Self-service buffet

A self-service option is recommended for informal affairs or business meetings where less than 25 guests will be in attendance. Attendants will not be provided with this service level. This service level includes paper or disposable service ware is recommended. Your buffet will be beautifully presented and ready to start at your convenience.

Waited-service buffet

This service level is recommended for receptions, luncheons, dinners, and cocktail receptions serving more than 25 guests. Linens are included for banquet tables and guest seating tables. All steps of service (hors d'oeuvres, entrées, etc.) will be presented as buffet service. Depending on your menu, an onsite carver maybe required for a \$24.20 service charge.

Formal table service

This service level includes full-service wait-staff for formal sit-down luncheons, dinners and tray-passed cocktail receptions. Linens are also included. Depending on your menu, an onsite carver maybe required for a \$24.20 service charge per hour.

Service ware

Linens are included with lunches, dinners, and cocktail receptions, served or buffet formats. Additional linens are available at \$10.00 each, and table drops are available at \$15.00 per 8 foot table. Floral centerpieces are available for your event. Prices for floral arrangements are priced per item.

Guarantee

We ask that you give us a final attendance number at least 48 hours prior to your event so that we may make final arrangements. If no final guarantee is received, we will consider the number indicated on the original booking forms to be the correct and guaranteed number. The guarantee is not subject to reduction after 48 hours.

Menus are based on a minimum of 25 guests. We are happy to accommodate smaller events; however, final billing will be based on actual costs incurred.

Cancellations

Cancellations must be made no later than 48 hours prior to your reserved event. For cancellations made within 48 hours of your planned event, a 50% service charge of estimated cost will be applied. If a group finds it necessary to cancel a function, any expenses incurred by Bon Appétit becomes the responsibility of the patron.

Delivery

There is a \$100.00 minimum for deliveries. If your event does not meet the minimum, there is a \$20.00 delivery charge.

Leftovers

Due to health regulations, perishable leftovers may not be taken from the event and will not be packaged for removal. Bon appétit will not be held responsible for food items removed without our knowledge.

Removal of equipment

Catering equipment may not be removed from the event. In cases where it is removed, replacement charges will be applied to the final bill. Replacement charges vary depending on item removed.

Billing for private events

All catered functions must be secured by payment before they incur. A college department number must be given at the time the order is placed. A 25% surcharge for all non-Colby events will be charged. A pick-up order from Roberts dining hall can be arranged using the express menu. Pick up orders include all eco-friendly paper products for your event.