

# WOU



2018-2019

## CATERING

*LEADING IN GOOD TASTE*

ORDERS: 503-838-8439

KITCHEN: 503-838-8663

OFFICE: 503-838-8439

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<http://www.wou.edu/housing/catering/>

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## GENERAL INFORMATION

- We specialize in meeting the foodservice needs of the Western Oregon University community with catering that is unique and not offered by other foodservice outlets. WOU Catering offers a variety of options and service styles ranging from sack lunches to served dinners.
- For questions or assistance with planning your event, menu selection, special orders or special dietary concerns, call the Catering office at 503-838-8639. We look forward to serving you and your guests.
- After placing your order, you will receive confirmation via email.
- Please review confirmation email detailing the specifics to your event.

*Thank you for choosing WOU Catering!*

## CAMPUS FOOD GUIDELINES

WOU Catering is the primary food vendor for all catered University events and the exclusive caterer for events in the Werner University Center. University departments, clubs or groups are not required to use WOU Catering for events held at the Gentle House.

For further details, please refer to the “Campus Food Policies” on the Policy Council webpage, under the Student Affairs tab. <http://www.wou.edu/policycouncil/view-policy/?ppolicyid=852>

If you plan to provide your own refreshments for your event, you must complete and submit a

## BILLING INFORMATION

- Campus Departments may pay for catering by journal vouchers entered by the catering department. After the event, a copy of the J.V. will be sent to the department billed.\*
- Catering accepts payment via cash, check, Visa or Mastercard
- Off-campus and personal events require a 50% down payment when the event is confirmed. For off-campus and personal events the contact person will be sent an invoice for the remaining amount and payment will be due 30 days from the time of billing.
- Please call 503-838-8439 if there are any questions regarding invoice billing.

\* If you choose to have your event billed to a department index, you will need to submit the “[Non-Travel Meals and Refreshments Pre-Approval form](http://www.wou.edu/business/files/2018/02/Non-Travel-Meals-Refreshments-Pre-Approval-Form.pdf)” (<http://www.wou.edu/business/files/2018/02/Non-Travel-Meals-Refreshments-Pre-Approval-Form.pdf>) - then scroll to “Non-Travel Meals, Refreshments, and Hospitality Expenses” under OUS TRAVEL POLICIES) to the Business Office for approval.

## ROOM RESERVATIONS

- Please make room reservations in advance by contacting the Werner University Center at 503-838-8261, alternatively, you can go online to <http://www.wou.edu/policycouncil/view-policy/?ppolicyid=1066> Click [www.wou.edu/astra](http://www.wou.edu/astra) to make an online reservation request
- For room reservations outside of Werner University Center, contact the appropriate building manager. *Please note, Catering can only supply food, beverages and linens. All table, chair and room setup specifics need to be arranged through the building managers.*
- To reserve Gentle House call the Office of Gentle House at 503-838-8673.

## BEVERAGES

LOCALLY ROASTED PASTEGA COFFEE.....	\$ 19.50 per GALLON <i>(approx 16 servings)</i>
	\$ 11.00 per AIR POT <i>(approx 8 servings)</i>
HOT WATER .....	\$ 11.00 per AIR POT
<i>Includes: Assorted Tazo Teas and Cocoa Packets</i>	
HOT CHOCOLATE .....	\$ 9.95 per GALLON
ICED WATER .....	\$ 1.00 per PITCHER
	\$ 2.50 per GALLON
ICED TEA .....	\$ 9.90 per GALLON
APPLE or ORANGE JUICE .....	\$13.95 per GALLON
LEMONADE .....	\$10.95 per GALLON
STRAWBERRY LEMONADE .....	\$13.95 per GALLON
1/2 LITER BOTTLED WATER .....	\$ 1.50 EACH
CANNED SOFT DRINKS .....	\$ 1.50 EACH
SPARKLING CIDER (MARTINELLI'S) .....	\$ 7.95 BOTTLE <i>(approx 6 servings)</i>

*\*Additional bottled beverage selection available upon request*

## BREAKFAST MENU

- MEALS ON THIS PAGE INCLUDE COFFEE, TEA AND WATER UNLESS NOTED OTHERWISE
- ALL MEALS SERVED BUFFET STYLE, UNLESS SERVICE IS REQUESTED
- FOR SERVED MEALS, PLEASE ADD \$3.00 per PERSON

FRESH FRUIT, Whole .....	\$ .85 EACH
CONTINENTAL BREAKFAST .....	\$ 6.25 per person
<i>Includes Assorted Pastries, and Assorted Whole Fruit</i>	
WOLF BITES .....	\$ 9.50 per person
<i>Mini Croissants with Sliced Meats, Cheeses, Hard Cooked Eggs &amp; Grapes</i>	
PARFAIT YOUR WAY .....	\$ 11.00 per person
<i>Vanilla Greek Yogurt with Granola, Fresh Strawberries, Fresh Cut Fruit &amp; Miniature Muffins</i>	
FLAPPIN JACK SPARROW.....	\$ 12.95 per person
<i>Your Choice Of Blueberry or Buttermilk Pancakes, Pork Sausage Links, Scrambled Eggs, O'Brien Potatoes &amp; Whole Fruit</i>	
BURRITOS.....	\$12.95 per person
Build Your Own Breakfast Burrito With Your Choice of Sausage, Chopped Bacon or Ham, Scrambled Eggs, Roasted Potatoes, Diced Onion, Jalapenos, Shredded Cheese, Sour Cream & Salsa	
WESTERN BREAKFAST .....	\$9.95 per person
Includes Scrambled Eggs, Breakfast Potatoes, Bacon or Sausage & a Biscuit	
Additional Ham, Bacon or Sausage .....	\$ 2.00 per serving
Yoplait Yogurt Cups .....	\$ 1.50/cup

## BAKED GOODS & DESSERTS

BROWNIE BITES .....	\$ .85 EACH	
BLONDIE BITES .....	\$ .85 EACH	
LEMON BAR BITES .....	\$ .85 EACH	
CHOCOLATE COVERED STRAWBERRIES (SEASONAL) .....	MARKET	
COOKIES .....	\$ .75 EACH	
CUPCAKES .....	\$ 1.50 EACH	
RICE CRISPY TREATS.....	\$ 1.50 EACH	
FRUIT COBBLER .....	\$ 2.25 EACH	
CHOOSE FROM: Triple Berry, Marion Berry, Peach		
PIE .....	\$ 2.95 EACH	
Seasonal Flavors Available. Contact Catering To See What's In Season. 8 person minimum		
APPLE DUMPLINGS.....	\$ 2.25 EACH	
GLAZED CINNAMON ROLLS.....	\$ 2.00 EACH	
MUDDY BUDDIES.....	\$ 2.50 per PERSON	
4oz portion		
HOUSE-MADE TRAIL MIX.....	\$ 18.00 per POUND	
Filberts, Almonds & Cashews with Craisins, Chocolate Chips and M&M's		
CAKE (SLICE) .....	\$ 3.25 EACH	
<ul style="list-style-type: none"> <li>• TUXEDO - Black and White Cake in a Rich, Decadent Robe of Darkest Chocolate.</li> <li>• ORANGE CREAMSICLE - Vanilla Cake Drizzled with Orange Icing and then frosted with Buttercream.</li> <li>• TIRAMISU - White Cake Layerd with Whipped Cream, Marscapone Cheese and Espresso - all frosted with More Whipped Cream.</li> </ul>		
PETITE PASTRIES .....	\$ 1.25 per PERSON	
CHOOSE FROM: Pecan Streusel, Triple Berry or Danish		
NEW YORK BAGELS (sliced) WITH CREAM CHEESE .....	\$ 2.25 EACH	
MINI BAGELS WITH CREAM CHEESE .....	\$ 1.25 EACH	
MINI MUFFINS .....	\$ .95 EACH	
SCONES .....	SMALL (2.5 oz.):	\$ 1.75
Blueberry, Chocolate Chip, Cinnamon and Cranberry Orange		
	BITE SIZED (1.25 oz.):	\$ 1.25
ASSORTED DONUTS .....	\$ 1.50 EACH	
Twists, Rings, Maple Bars		

**SPECIAL OCCASION CAKES:** Please Inquire: 503-838-8639, cater@wou.edu

## SANDWICHES and SALADS

- ALL SANDWICHES & WRAPS BELOW INCLUDE LETTUCE, TOMATO & CHEESE
- SALADS SERVED BUFFET AS LISTED, BUT CAN BE BOXED FOR \$1.25
- ADD ICED TEA OR LEMONADE FOR \$1.00/PERSON
- ADD COFFEE, HOT WATER & ASSORTED TEAS FOR \$1.00/PERSON

**SANDWICH BROWN BAG LUNCH ..... \$ 8.95**

*Turkey, Ham, Roast Beef, or Veggie, Apple, Chips and a Soda, Juice or Bottled Water.*

*\*Make It A Deluxe With A Freshly Made Chef's Choice Salad & A Cookie For \$2.00*

**WRAP BROWN BAG LUNCH..... \$ 9.95**

*Turkey, Ham, Roast Beef, or Veggie, Apple, Chips, and a Soda or Bottled Water.*

*\*Make It A Deluxe & With A Freshly Made Chef's Choice Salad & A Cookie For \$2.00*

**WRAPPERS DELIGHT ..... \$ 12.95**

*Chicken Caesar, Cobb Salad, Chipotle Chicken, BLT or Asian Marinated Tofu Wraps with Chips, Soda, Juice or Bottled Water*

*\*Make It A Deluxe & With A Freshly Made Chef's Choice Salad & A Cookie For \$2.00*

**MAKE YOUR OWN SANDWICH ..... \$ 12.95**

*Includes Turkey, Ham, Roast Beef and Hummus, 2 Cheeses, Lettuce, Tomato, Pickle, Onion, Mayo, Mustard, Potato or Pasta Salad, Chips & Iced Water.*

**TRADITIONAL CHEF'S SALAD ..... \$ 11.50**

*Turkey, Ham, Swiss and Cheddar Cheese, Sliced Egg, Tomatoes and Red Onion with Ranch and Balsamic Vinaigrette Dressings. Comes with Rolls, Butter & Iced Water.*

**COBB SALAD ..... \$ 11.95**

*Chicken Breast, Bacon, Egg, Tomato & Bleu Cheese Crumbles and your Choice of Dressing. Comes with Rolls, Butter & Iced Water.*

**ASIAN CHICKEN SALAD ..... \$ 10.25**

*Marinated Chicken, Chinese Cabbage, Asian Vegetables, Mandarin Oranges and Chow Mein Noodles Tossed with Ginger Sesame Vinaigrette Dressing. Comes with Rolls, Butter & Iced Water.*

**CHICKEN CAESAR SALAD ..... \$ 10.25**

*Seasoned Chicken, Romaine, Croutons and Parmesan Cheese - Tossed with Caesar Dressing. Comes with Rolls, Butter & Iced Water.*

## BUFFET MEALS

- MEALS ON THIS PAGE INCLUDE ICED WATER
- ADD COFFEE, HOT WATER & ASSORTED TEAS FOR \$1.00/PERSON
- ADD LEMONADE OR ICED TEA FOR \$1.00/PERSON

**BBQ PORK OR CHICKEN SLIDERS** ..... \$ 10.95  
*With Baked Beans, Coleslaw and Buttered Corn Kernals*

**PACIFIC RIM** ..... \$ 14.95

*Create your meal by choosing two proteins, one starch and one side. Includes Stir-Fried Vegetables, Sesame-Ginger Salad*

Proteins:	Starches:	Sides:
Teriyaki Chicken	Steamed White Rice	Vegetable Spring Rolls
Broccoli & Beef	Steamed Brown Rice	Pork Eggroll
Marinated Seared Tofu	Yakisoba Noodles	Chicken Potstickers

**LITTLE ITALY**..... \$ 12.95

*Create Your Meal By Selecting Two Proteins, One Noodle & Two Sauces. Includes Caesar Salad, Garlic Bread*

Proteins:	Noodles:	Sauces:
Beef Meatballs	Spaghetti	Marinara
Grilled Chicken Breast	Penne	Traditional Alfredo
Italian Sausage	Fettuccini	Pesto Alfredo
Extra Veggies	Rotini	Creamy Cheese Sauce
Shrimp Add \$3.00		

**SOUTH OF THE BORDER** ..... \$ 12.95

*Create Your Meal By Selecting One Protein, One Rice and One Bean. Includes Flour Tortillas, Shredded Lettuce, Diced Jalapeno, Sour Cream, Shredded Cheese, House-Made Salsa, Sliced Lime, Tortilla Chips*

Proteins:	Rice:	Bean:
Chipotle Chicken	Spanish Rice	Pinto Beans
Spiced Ground Beef	Cilantro-Lime	Black Beans
Fajita Chicken	Brown Rice	Refried Beans
Tofu & Mushroom Fajita Mix		



## BUFFET MEALS

- MEALS ON THIS PAGE INCLUDE ICED WATER
- ADD COFFEE, HOT WATER & ASSORTED TEAS FOR \$1.00/PERSON
- ADD LEMONADE OR ICED TEA FOR \$1.00/PERSON

### YOU SAY POTATO..... \$ 10.75

*Create Your Meal By Choosing Your Potato Preparation and One Side. Includes Chopped Bacon, Diced Ham, Sour Cream, Steamed Broccoli, Shredded Cheese, Diced Tomato and Iced Water*

Potato:	Gravy:	Salad:
Baked Russets	Vegetarian Chili	Greens Salad with Two Dressings
Sweet Potatoes	Beef Chili	Italian Salad
	Cheese Sauce	Traditional Caesar Salad
		Fresh Fruit Salad

### CHICKEN DINNER..... 12.95

Choose Your Desired Chicken Preparation, Starch and Sauce/Gravy. Comes With a Mixed Greens Salad, Dressing, Steamed Broccoli, Rolls & Butter

Chicken:	Starch:	Sauce:
Herb Roasted Chicken Breast	Penne Pasta	Poultry Gravy
BBQ Seasoned Chicken Thigh	Rice	Vegetarian Marinara
Oven-Fried Chicken	Roasted Potatoes	Sausage Gravy
	Mac-n-Cheese	Vegetarian Mushroom Gravy

### BBQ..... \$ 9.75

Choice of: Grilled Hamburger, Cheeseburger, Garden burger or Hotdog. *Please specify how many of each selection you will need for your order.* Includes Lettuce, Tomato and Onion, Ketchup, Mustard and Relish. Potato Chips, and Water.

*Cooked on site with a BBQ & Chef Add \$25.00*

## PLATED MEALS

- ALL MEALS INCLUDE COFFEE, HOT WATER & TEA AND ICED WATER
- 12 PERSON MINIMUM FOR PLATED MEALS

CHICKEN DINNER .....	\$ 17.95
Chicken Bruschetta Topped With Diced Tomatoes, Onions & Basil Served With Herb Roasted Red Potatoes, Seasonal Vegetables, Panzanella Salad, Artisan Rolls & Butter	
PRIME RIB .....	Market Price
Includes Spinach Salad Baked or Mashed Potato, Seasonal Vegetables, au jus, Horseradish Sauce, Sliced Baguette and Butter.	
KALHUA PORK.....	\$ 14.50
Served with Steamed White Rice, Braised Cabbage, Macaroni Salad, Hawaiian Roll & Butter	
CHICKEN TIKKA MASALA.....	\$ 18.00
Served with a Cucumber-Yogurt Salad, Basmati Rice, Chana Masala, Indian Spiced Vegetables & Naan	
ROAST TURKEY with Gravy .....	\$ 15.50
Roasted Turkey Breast served with Mixed Greens Salad, Mashed Potatoes, Poultry Gravy, Traditional Stuffing, Sautéed Green Beans, Dinner Roll & Butter	
YAKI SOBA NOODLES .....	\$ 16.75
Shoyu-Style Chicken and Vegetables, served with Asian Cabbage Slaw, Vegetarian Egg Roll, Hawaiian Roll & Butter	
Replace Chicken with Prawns .....	\$ 19.75
SALMON.....	\$ Market Price
Fresh Wild Salmon With a Quinoa & Brown Rice Pilaf and Roasted Seasonal Vegetables. Comes With Mesclun Greens Salad, Sliced Baguette & Butter	

## VEGETARIAN SELECTIONS

- AVAILABLE FOR LUNCH OR DINNER PLATED SERVICE
- ALL MEALS INCLUDE SALAD, BREAD, COFFEE, HOT WATER & TEA AND ICED WATER
- 12 PERSON MINIMUM FOR PLATED MEALS

STUFFED RED PEPPERS ..... \$ 11.95

*Bell Pepper filled with Quinoa & Brown Rice Pilaf (vegan and gluten free friendly).*

*Served with Vegetables*

PORTOBELLO MUSHROOM ..... \$ 12.25

*Portobello Mushrooms with a Chevre Cheese and Balsamic Reduction, Bruschetta*

*Mix, Roasted Potatoes and Fresh Vegetables (vegetarian, gluten free friendly)*

COCONUT THAI CURRY ..... \$ 11.95

*Seared Tofu In a Green Thai Curry Coconut Sauce with Sautéed Vegetables and*

*White Rice (vegan, gluten free friendly)*

TERIYAKI TOFU..... \$ 12.95

*Marinated Tofu With Our House Made Teriyaki Sauce Served With Stir-fried Vegetables*

*And Steamed White Rice (vegan, gluten free friendly)*

ROASTED VEGETABLE MACARONI & CHEESE ..... \$ 13.25

*Herb roasted Vegetables and Mushrooms tossed with Fresh Herbs then baked*

*with Macaroni Pasta and Three Cheeses (vegetarian)*

## APPETIZERS & SNACKS

	<b>SMALL: SERVES 10-15</b>	<b>MEDIUM: SERVES 20-25</b>	<b>LARGE: SERVES 30-35</b>
GOURMET CHEESE & CRACKER DISPLAY	\$29.50	\$59.50	\$79.50
FRESH VEGETABLE TRAY WITH RANCH	\$25.50	\$45.50	\$65.50
VEGETABLE TRAY WITH HUMMUS & PITA	\$32.00	\$62.00	\$82.00
FRESH ASSORTED FRUIT TRAY	\$29.50	\$59.50	\$79.50
DELI MEAT & CHEESE TRAY w/CRACKERS	\$35.00	\$65.00	\$85.00

### SUSHI PLATTERS

TORTILLA CHIPS AND SALSA .....	\$ 2.50 per PERSON
CHICKEN TAQUITOS WITH SALSA.....	\$1.50 per Person
PITA CHIPS WITH HUMMUS .....	\$ 2.75 per PERSON
PHYLLO CUPS WITH FETA CHEESE, MUSHROOMS AND .....	\$3.00 per PERSON
SUNDRIED TOMATOES (2 per person)	
CROSTINI WITH PESTO CREAM CHEESE & DICED TOMATOES... (2 per person)	\$ 2.50 per PERSON
MEATBALLS (BBQ, Teriyaki, Sweet & Sour) .....	\$ 2.25 per PERSON
MINI QUICHE .....	\$ 2.00 per PERSON
SUB SANDWICHES (Minium 6 Person Order) .....	\$ 2.50 per PERSON
CHICKEN FINGERS( Served with Ranch or BBQ Dipping Sauce).....	\$ 1.75 per PERSON
STUFFED MUSHROOMS.....	\$ 1.25 per PERSON
SPRING ROLLS (Vegetarian ).....	\$ 1.75 per PERSON
SPANIKOPITA .....	\$ 2.00 per PERSON
CAPRESE SKEWERS .....	\$ 2.25 per PERSON
Fresh Mozzarella, Cherry Tomato, Basil & Balsamic Drizzle	
CHILI POPPERS (2 per person).....	\$ 2.50 per PERSON
BONELESS HOT WINGS WITH BLEU CHEESE DIP & CELERY.....	\$3.75 per PERSON
NACHOS.....	\$3.25 per PERSON
Tortilla Chips with House-Made Cheese Sauce, Diced Onion, Tomato, Jalapeno and Salsa	

## PIZZA MENU

### PIZZA SELECTIONS (16 INCH PIZZA, CUT INTO 8 SLICES)\*:

1.) BBQ CHICKEN ..... \$18.95

*Chicken tossed in BBQ Sauce with Roasted Red Peppers and Onions, then topped with a blend of Italian Cheeses (Mozzarella, Cheddar and Provolone)*

2.) CANADIAN BACON & PINEAPPLE ..... \$17.95

*Canadian Bacon & Pineapple with pizza sauce and a blend of Italian Cheeses (Mozzarella, Cheddar and Provolone)*

3.) CHEESE ..... \$14.95

*Pizza sauce with a blend of Italian Cheeses (Mozzarella, Cheddar and Provolone)*

4.) GREEK ..... \$16.95

*Olives, Onion, Tomato, Spinach, Pepperoncini, Mozzarella and Feta cheese*

5.) PEPPERONI ..... \$16.95

*Pizza Sauce, Pepperoni and a blend of Italian Cheeses (Mozzarella, Cheddar and Provolone)*

6.) VEGETARIAN ..... \$16.95

*Pizza Sauce with Mushrooms, Olives, Roasted Pepper and Onion topped with a blend of Italian Cheeses (Mozzarella, Cheddar and Provolone)*

7.) CHICKEN BACON RANCH..... \$22.95

*Grilled Strips of Chicken with Chopped Bacon, House-Made Ranch Dressing, Mozzarella & Parmesan Cheeses*

8.) ALL THE FIXINS' ..... \$22.95

*Choose from 5 ingredients below*

PIZZA INGREDIENT CHOICES: \$ 1.25 each (When adding separately)

Black Olives, Canadian Bacon, Chicken, Feta Cheese, Grape Tomatoes, Green Peppers, Mushrooms , Onions, Pepperoni, Pineapple, Spinach, Sliced Tomatoes

ADD AN ITALIAN GREEN - OR - CAESAR SALAD \$ 2.50 per PERSON

*\*Gluten Free Pizza Crusts Available Upon Request*

*\*Pizza selections do NOT include table linens. Table linens are available at an additional cost. If you want table linens with your catered pizza order, please request that when placing your order.*

## MENU CHOICES AND AVAILABILITY

- Call the Catering office directly at 503-838-8639 to plan your menu. **Note:** Requests for pricing for items that are not currently listed in our catering guide may take up to 7 business days to be completed. **Please plan accordingly!**
- Adjustments to menus can be made to accommodate special dietary needs\*. Please let us know if this will be necessary when you are booking your party.
- Catering orders require at least 10 business days in advance of the event.
- Orders placed less than 7 business days before the event will be charged an Express Service fee equal to 15% of the total bill, with a \$5.00 minimum.
- If cancellations are received less than **five working days** before the event, an amount equal to 50% of the guarantee OR actual costs to Catering will be charged to cover expenses that may have already been incurred by the Western Catering Department.

## TASTING MENUS

To assist you in your planning process, our catering staff is eager and willing to work to develop menu items to meet special requests. These special items are available for tasting prior to your event to ensure your satisfaction. *Please schedule any tasting requests at least 2 weeks prior to your actual event.*

- All special request menu tastings will be charged to the booking organization at minimum rate of \$2.50 per person per request (*or the actual cost of food, whichever is greater*).

## LINEN

- Linens are provided for food and beverage buffet stations. Breakfast, lunch and dinner meal service include table linens and linen napkins for guest tables.\*\* Black tablecloths with red napkins are our standard colors. Please contact the Catering Coordinator for additional color choices.
- Pricing for additional linens: Tablecloth \$6.00 Napkin \$.45

**NOTE:** Guest table linens are not provided for Brown Bag Lunches, To-Go items or Pizza Orders

## GUEST COUNTS

- Final counts need to be confirmed a minimum of 5 working days prior to the event. If no final updates are made, the guest count from the initial confirmation will be used.
- For counts greater than the guaranteed number, we will do our best to provide a comparable meal and service.

## DELIVERY CHARGES

- \$20.00 - For delivery of orders outside the Werner University Center but on Campus.
- \$30.00 - For delivery of orders requiring use of Catering transportation.
- You **may** make arrangement with the Catering Department to pick up your own order, in which case, no delivery fees will be charged. *Equipment needs to be returned within 24 hours or an equipment charge of 10% per day will be added to your billing.*

\* *Gluten Free can be substituted on any item for an additional charge per person.*

\*\* *Orders places with less than five business days notice may not have linens for the event.*

## ALCOHOL

- If you would like to serve beer and/or wine at your event you may do so, as long as you abide by the guidelines in the “Alcoholic Beverages, Possession and Consumption” policy found here:  
<http://www.wou.edu/policycouncil/view-policy/?ppolicyid=1032>

In addition,

- One bartender for every 50 guests will be provided at a cost of \$25.00 per bartender per hour. This includes setup and take down time.
- Wine or beer that is not purchased through Western Oregon University will first require approval from the Food and Beverage Director (Albert Worotikan - [worotikana@mail.wou.edu](mailto:worotikana@mail.wou.edu)) as well as a \$5.00 corkage fee per opened bottle of wine, \$1.00 per bottle of beer and \$25.00 per keg of beer.
- Please submit any requests for alcohol service at least 3 weeks prior to the event to ensure University approval. Use the [Registration Form for Events with Alcohol](#).

## LEFTOVER FOOD

- Due to Health Department Guidelines, food left over from a catered function becomes property of WOU Catering and cannot be issued to guests after the event.

## SERVICE STYLE

*Our standard service is Buffet Style\*, which can be either paper or china at no additional charge (for events booked within the Werner University Center). Please review our service styles below and specify your preference when booking your event.*

### **STANDARD BUFFET:**

All plates, silverware and glasses are set up at buffet station(s). Guests serve themselves buffet style.

### **BUFFET WITH PRESET TABLES: Additional cost: \$1.50/person**

Guests serve themselves buffet style, but tables are pre-set with glassware, silverware and/or plates.

**PLATED MEALS:** There is no buffet line/service. Guests are seated at tables and served there.

*\*Served Meal Fees Are Built Into The Pricings of the Menus*

*\* Buffet Style: Enough food will be prepared to serve all guests. Once all guest have gone through the buffet line, if there is any food remaining, guests will have the opportunity to enjoy additional servings.*