

TOWSLEY CENTER CATERING SERVICES

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Ordering and Cancellation Policy

Orders due. A guaranteed food order (selections and quantity) must be provided to the Towsley Center Facilities Scheduler or Coordinator within two or more working days (more than 48 hours) prior to the event. Additional food items cannot be ordered with less than two working days (more than 48 hours) notice.

Cancellations. Cancellations made three or more working days (more than 48 hours) ahead of event are not charged and any deposit will be fully refunded. Cancellations made after this will be charged full amount.

**only available within Towsley Conference Facilities
call 764-3727 to place order*

effective 4/1/04

BREAKFAST AND AM/PM BREAK PRICE LIST

SERVED WITH DISPOSABLE DISHWARE

BREAKFAST & BEVERAGES

	<u>Per Person Cost</u>
Beverages	
Coffee, Decaf, Tea	1.50
Coffee, Decaf, Tea, Juice and Bottled Water (Includes all paper products and setup and cleanup)	3.00
Continental Breakfast	
Coffee, Decaf Coffee, Hot Tea AND (Assorted Baked Goods, Sweet Rolls, Donuts, Danish, Bagels <u>or</u> Muffins)	3.00
Add Individual Bottled Juice	4.50
DELUXE Continental Breakfast	
Coffee, Decaf Coffee, Hot Tea AND Premium Baked Goods	4.25
With Starbucks Coffee	4.75
Add Individual Bottled Juice	1.50
additional cost	
Additional Menu Items which may be added to any breakfast order:	
Yogurt	1.50
Whole Fresh Fruit (minimum order 5 dozen)	1.00

MID-MORNING / MID AFTERNOON BREAK

(Includes all paper products and setup and cleanup)

AM BREAK:	Coffee Only	1.50
	With Starbucks Coffee	2.00

See A La Carte (page 2) for choice of additional items

PM BREAK:	Coffee Only	1.50
	With Starbucks Coffee	2.00

See A La Carte (page 2) for choice of additional items

OR

OUR PRE-PRICED PM BREAK OF:

Beverage (Lemonade and choice of Ice Tea or Coffee)	
With Cookies.....	2.75
With Cookie & Brownies*	3.00
With Brownies *.....	3.25

Above Breaks do not include soft drinks.
Soft drinks or bottled juice, water or ice tea are an additional \$1.50 ea

See following pages for A la Carte items

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SNACKS & BEVERAGES PRICE LIST

SERVED WITH DISPOSABLE DISHWARE

A La Carte Items:

Coffee Servings:

1 pot (serves 10)

	Standard	Specialty Items
Coffee, Hot Tea or Hot Chocolate When ONLY Item ordered are BEVERAGES (Includes all paper products, setup & cleanup)	15.00 pot	20.00 pot Starbucks Starbucks Decaf Coffee is not Available)
Coffee Combined with A La Carte food items	10.00 pot	15.00 Starbucks
Tea (Regular / Herbal):	10.00 pot	
Milk (Whole, 2%, Skim)	0.75 ea.	
Ice Tea or Lemonade (by pitcher)	10.00/pitcher	
Water, Juice or Ice Tea Individual Bottled:	1.50 ea	
Designer Beverages – Inc. Snapple. Mineral or Spring Water	2.00 person	
Soda Pop (12 oz can) assorted flavors	1.50 ea.	
Punch	1.00 person.	
Donuts	8.00 dozen	12.00 dozen
Muffins	10.00 dozen	18.00 dozen
Bagels includes cream cheese	14.00 dozen	18.00 dozen minimum order 3 doz
Danish	10.00 dozen	18.00 dozen
Croissants (Filled / Fancy)	16.00 dozen	24.00 dozen
Cereal (Individual -small) boxes....inc milk & serving bowls	1.50 ea	
Yogurt	1.50 ea	
Whole Fruit (Fresh) (MINIMUM ORDER 5 DOZEN) In season fruit	1.00 person	
Cookies	10.00 dozen	18.00 dozen
Scones	Not available	18.00 dozen
Brownies :	14.00 dozen	18.00 dozen
Salsa & Chips SPECIAL ORDER-2 WEEKS NOTICE	2.00 person	
Potato Chips & Dip (bulk)	1.00 person	
Individual Potato Chip/Pretzel Bags	1.00 ea	
Ice Water (ONLY) OR tub of Ice includes paper products & staffing	5.00 charge	
Paper Products (if Towsley Center is NOT providing the food and/or beverageing)	Refer to Confirmation	
Maize & Blue Paper Products (special request)	.25 per person per meal	
Specialized Service Fee: (Placement On Each Guest Dining Table) • Individual Coffee Carafe' (Regular only) AND Ice Water Pitcher • Individual Coffee Carafe' OR Ice Water Pitcher (Includes cream, sugar and cups)		2.50 per table 1.75 per table

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