

Mr. C's Custom Catering

Introduction

The Lagniappe Dining Service Department specializes in on-campus catering of meetings, receptions, seminars and other events. We can provide catering service from a continental breakfast and light luncheon to a hors d'ourves reception and Texas Style barbecue.

Our menus are listed by category; you may choose items from these menus or we can suggest other creative menu options. Our catering staff and outstanding chef will strive to provide you with the service and quality that will ensure you a successful event.

Guidelines

Room Reservations/Equipment

The availability of a room and/or any equipment needs such as tables, chairs, tents, etc. is the responsibility of the guest scheduling the function. The Facilities Utilization number and contact person is _____ at # _____.

Price Quote & Ordering

A food service quote will be completed and sent for your review and approval. An event is not considered scheduled until the food service request form has been approved with your signature approving all charges and event items.

Catering Reservations

To meet our schedule for ordering supplies and staff notification, we request booking your event at least **10 days prior to the date of the event**, if possible. Advance notice will allow Food Service the opportunity to prepare your function properly for the best results. Reservations can be made by the completion of the Lagniappe Dining Service Catering form on COM's website at <http://www.com.edu/college-operations/deli>. For questions call (409) 933-8415 to speak with a representative to assist you with arranging your event. Have the following information ready when you call to place your catering order:

- Name of the person responsible for the event
- Department name and phone number
- Function day and date
- Delivery time
- Serving time
- Function site
- Number of guests
- Description of the type of function (lunch, buffet, delivery, etc.)
- Special arrangements other than food (flowers, etc.)
- Method of payment (with account number if applicable)

Additional Fees:

An additional charge of 15-20% of the total food cost will be assessed depending on the requirements for the event. Partial or all service charges may be waived should the event not require any linens, servers or skirting. Please be specific in your catering request. All catering requests will be responded to with a proposed cost that must be approved prior to the event. Additional fees apply for services as follows:

- Delivery and set-up and serving by catering personnel above normal staffing requirements. This includes the pulling of all items that are associated with each event, delivery and setting up of the food tables, cleaning of all chafing dishes, providing all utensils, plates, condiments and any paper products that are needed to insure your event is complete.
- Servers (The number of servers can vary depending on the size and accommodations of each event.)
- Monitoring of the catered event to insure that adequate products are available during the event when servers are not used.
- Linens and Skirting
- Delivery Fee – of \$10.00 for drop and go deliveries?
- **Reservation Accommodation Fee - An additional charge of 10% will be added to catering events that are scheduled with less than 24-hour notice. This fee is in addition to the 15 – 20%.**
- **Normal Business Hours vs. Non-Business Hours:** Although 15% is the usual fee that is charged during normal business hours, this fee may differ should your event be scheduled outside of normal business hours or during weekends that would include additional service and catering personnel.
- **After Hours and Weekend Service (8:00pm - 6:00am):** An additional charge of \$50.00 will be incurred for events requiring catering services between 8:00pm and 6:00am Monday through Friday, or anytime during the weekend when the contract does not exceed \$250.00.

Guaranteed Numbers

To provide the highest quality service, we ask that you provide an estimated number of guests that will attend your function. A final guaranteed number of guests attending the function is required three business days prior to the function. You will be billed for the guaranteed number or the actual attendance if greater than the guaranteed count (**plate count**) all serving plates will be counted before the event and after the event, if greater than the guarantee your event will be billed for the extra plates.

Cancellations

Cancellations made more than **3 business days prior to the event date** will not result in any charges. Cancellations made 3 business days or less prior to the event may be subject to charges on the food service request form. Charges will be for any foods that we would normally not carry in our inventory.

Health Department requirements

- **Leftover Foods:** For your safety and the safety of your guests, we do not allow **potentially hazardous food** to remain in service **beyond 2 hours**. We will take care of proper disposal. **In addition, prepared foods, which are not consumed at a catering event, may not be removed from the serving area.**

Billing and Payments

Upon booking a catering event, all departments are to provide an account number for the event to be charged. All on campus events must be made for payment within fifteen days.

All off campus groups are required to submit a 50% deposit of the contract agreement upon booking a catering event. The remaining balance will be due at the beginning of your event.

If COM funding does not cover your event, a 50% deposit of the contract agreement is required upon booking a catering event. The remaining balance will be due at the beginning of your event. Payment can be made by a credit card or a check payable to "Lagniappe Dining Services" and sent to:

Lagniappe Dining Services
5601 Fraser Ave
Galveston, Texas 77551

Catering Service

Catering prices for continental breakfast buffets are based on a service time of **one hour and thirty minutes**. Lunch and dinner buffets are based on a service time of **two hours**. We are happy to extend the service time if needed. **Additional serving time is at \$20.00 per hour for each server.** Please arrange it with the catering representative.

Rental Charges

All events are supplied with disposable silverware, plates, cups, napkins and tablecloths for food and beverage tables. *You may request for your event to be served on china, glassware, linens and silverware. This is considered a special order. Therefore, an additional charge will apply and your arrangements must be made ten days prior to the event.*

Linen Charges

- Napkins - \$1.00 each
- 52 x 52" Tablecloth - \$5.20
- 61 x 61" Tablecloth - \$5.70
- 72 x 72" Tablecloth - \$5.70
- 85 x 85" Tablecloth - \$6.70
- 54 x 96" Tablecloth - \$7.00
- 54 x 120" Tablecloth - \$7.00

Skirting charge of each is \$10.00 per skirting used.

Menu Disclaimer

Prices are subject to change without notification. Online menus are constantly updated and should reflect the most current selection.

Customer Survey

Each customer will have the opportunity to provide feedback about their catering experience. The customer survey may be found online at <http://www.com.edu/search/?q=food+service>. Hard copy surveys may be submitted electronically upon request.

Coffee Service

Starbucks coffee 12 oz. cup \$1.85
Starbucks Bottled Coffee 9.50 oz. \$3.00

Starbucks coffee 25 cup Urn \$46.25

Express Breakfast

The Continental Breakfast

Assorted Chilled Bottled Fruit Juices **or** Bottled water
Seasonal Mixed Fresh Fruit Salad
Assorted Breakfast Danish/Pastry
Preserves & Butter
Regular or Decaffeinated Coffee
EB1 (\$8.15 pp)

The Seafarer Breakfast

Assorted Chilled Bottled Fruit Juices **or** Bottled water
Seasonal Mixed Fresh Fruit Salad
Assorted Breakfast Danish/Pastry
Preserves & Butter
(Select two)
Cinnamon Rolls, Sausage Kolaches, Breakfast Burritos
Regular or Decaffeinated Coffee
EB2 (\$9.80 pp)

Continental Breakfast Enhancements

Croissants filled with Scrambled Eggs and Cheddar Cheese
EB3 (\$3.90 pp)
OR
Croissants filled with Ham and Swiss Cheese
EB4 (\$4.55 pp)

Luncheon Salads and Sandwiches are served with your choice of one appetizer, Dessert, Iced Tea, Regular or Decaffeinated Coffee

Express Lunch Selections

SPECIALTY SALADS

Chef Salad

Julienne of Deli Meats and Cheeses, Hard Boiled Egg and Tomatoes on a Bed of Fresh Garden Greens served with a Choice of Dressings.

EL1 (\$8.39 pp)

Garden Salad

Garden Fresh Green Salad served with a Choice of Dressing and Crackers

EL2 (\$7.21 pp)

Club Croissant

Sliced Turkey Breast on a Flaky Croissant with Bacon, Tomato and Lettuce served with a choice of Potato Salad or Potato Chips

EL3 (\$8.74 pp)

Classic Club

Your Choice of Sliced Ham or Turkey with Cheese, Chicken or Tuna Salad Garnished with Lettuce and Tomatoes served with a choice of Potato Salad or Potato Chips

EL4 (\$8.97 pp)

Luncheon Menus

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Plated or Buffet Luncheons are served Home-style with your choice of one appetizer, one entrée, two vegetables, one dessert and if cobblers are chosen add \$.65 cents per plate, fresh rolls and butter, iced tea, regular or decaffeinated coffee.

Appetizer

(Select one)

Fresh Garden Salad - Cole Slaw – Pasta Salad

Entrees (\$10.39 pp)

(Select one)

*Denotes New Entrees – with special pricing notated

Southern Fried Chicken

Grilled Chicken Breast

Baked Fish Almandine

Spaghetti with Meat Sauce

Chicken Fried Steak with Country Gravy

Braised Beef Tips with peppered gravy

*Chicken Marsala w/ Marsala wine sauce (\$10.85)

Chicken Galveston w/ shrimp-crawfish white wine sauce (\$12.89 pp)

Chicken Monterrey w/grilled onions and cheeses, topped w/ guacamole (\$12.89 pp)

Traditional Lasagna

Eggplant Lasagna

Chicken Alfredo Baked Ziti

Chicken Fettuccine Alfredo

Chicken Champagne

King Ranch Casserole

*Chicken Calypso (\$10.85)

Vegetables

(Select two)

Fresh Cut Green beans

Black Eyed Peas

Buttered Broccoli

Buttered Pasta

Cornbread Dressing

Seasoned Carrots

Steamed Cauliflower

Black Bean & Corn mix

Green Bean Casserole

Potato Salad

Roasted Potatoes

Rice Pilaf

Fried Rice

Saffron Yellow Rice w/Confetti Peppers

Pecan Rice w/Butter

Macaroni & Cheese

Ranch Style Beans

Stir Fried Veggies

Broccoli-Rice Casserole

Vegetable Medley

Whole Kernel Corn

Mashed Potatoes

Desserts

Ambrosia Fruit Salad

Chocolate Cake

Bread Pudding

Assorted Cookies

Peach or Apple cobbler add .65 cents

Carrot Cake

Cheesecake

Pecan Brownies

Vanilla cake w/Buttercream icing

Lemon bars

Lunch and Dinner Buffets

Luncheon Buffets are served with Iced Tea, Bottled Water and Coffee
(Minimum of 15 people)

Soup, Salad and Baked Potato Bar

Mixed Garden Salad with Assorted Condiments and (2) Dressings
Ranch, Thousand Island, Italian, Bleu Cheese or Balsamic Dressing.

Old Fashioned Potato Soup

Baked Potatoes

Served with Bacon Bits, Butter, Sour Cream, Shredded Cheddar Cheese
and Scallions

Freshly Baked Rolls and Butter

Freshly Baked Cookies

LDB1 (\$7.89 pp)

Market Street Deli

Soup du Jour

Fresh Garden Salad with choice of two Dressings

Ranch, Thousand Island, Italian, Bleu cheese or Balsamic dressing.

Display of Roast Beef, Smoked Turkey, Honey Baked Ham, Turkey

Pastrami, Genoa Salami and Corned Beef

Swiss and Cheddar Cheeses

Condiments to include:

Lettuce, Tomato, Pickles and Onions

Assorted Breads and Rolls

Freshly Baked Cobbler **or** Assorted Cookies **or** Two-Layer Cake

LDB2 (\$9.89 pp)

Summertime Picnic

Homemade Potato Salad

Pasta Salad

Baked Beans

Southern Fried Chicken 1 piece per person,

Jumbo Hot Dogs **or**

Grilled Hamburgers

Appropriate Condiments

Texas Bread Selection

Freshly Baked Fruit Cobbler

LDB3 (\$10.39 pp)

Fiesta Buffet

Four-Layer Dip
Beef and Chicken Fajitas
Cheese Enchiladas

Condiments to include:

Shredded Lettuce, Diced Tomatoes, Cheddar Cheese, Pico de Gallo,
Sour Cream, Guacamole, Flour **or** Corn Tortillas
Spanish Rice, Refried **or** Borracho Beans
Freshly Baked Cake
LDB4 (\$10.99 pp)

Assorted Sandwich

Pasta Salad

Assorted Pre-Made Sandwiches to include:

Ham, Turkey, Roast Beef with American and Swiss Cheese
Served on Assorted Breads and Rolls

Relish Tray

Appropriate Condiments

Potato Chips

Chef's Choice of Desserts

LDB5 (\$8.79 pp)

The Rodeo Round-Up includes the following

Texas Potato Salad

Creamy Coleslaw

Ranch-Style Beans

Corn Cobbett's

Choice of two items

BBQ Beef Brisket or

Mesquite Grilled Chicken or

Smoke Sausage Links or

Chopped Beef Sandwiches

Condiments to include:

Sliced Pickles, Onions, and Peppers

Freshly Baked Fruit Cobbler

LDB6 (\$12.14 pp)

Displays and Hors d'ourves

Small Serves 30

Large Serves 50

Fresh Fruit Display

An Array of Sliced Seasonal Fruit

Fruit and Cheese Display

Fresh Seasonal Fruit Display surrounded by Domestic Cheeses
Complimented by Crackers and Fresh Baguettes

Cheese Board

An Array of Domestic Cheeses

Accompanied by Crackers

Vegetable Display

Fresh Garden Vegetable Crudités
Accompanied by a Tangy Ranch Dip

Cheese and Sausage Tray

An Assortment of Cubed Cheeses
Complimented by Deli Sausages and Crackers

Hors d'ourves

Fresh Fruit Display

Seasonal Pricing will vary on all fruit.

Serves 30..... \$ 69.00

Serves 50..... \$115.00

Fruit & Cheese Display

w/Crackers or Baguettes

Serves 30..... \$ 80.50

Serves 50..... \$135.50

Cheese Board Domestic

Serves 30..... \$ 79.00

Serves 50..... \$140.00

Vegetable Display w/ Tangy Ranch Dip

Serves 30..... \$ 51.00

Serves 50..... \$ 85.00

Cheese & Sausage Tray

w/Crackers

Serves 30..... \$ 69.96

Serves 50..... \$119.68

Hot Hors d'ourves

Hors d'ourves are priced per 75 pieces

Mini Egg Rolls served with Sweet and Sour Sauce	HH1
Fried Stuffed Jalapenos	HH2
Assorted Mini Quiche	HH3
Chicken Tenders Served with Honey Mustard Sauce	HH4
Chicken Brochettes	HH5
Meatballs	HH6
Buffalo Wings with Celery Sticks and Blue Cheese Dip	HH7

Hot Hors d'ourves

Price per 75 pieces

HH1.....	\$119.00
HH2.....	\$135.25
HH3.....	\$115.00
HH4.....	\$125.50
HH5.....	\$162.45
HH6.....	\$67.00
HH7.....	\$155.00

Cold Hors d'ourves

Hors d'ourves are priced per 75 pieces

Deviled Eggs	CH1
Assorted Finger Sandwiches on Rolls With Tuna Salad, Egg Salad and Chicken Salad	CH2
Jumbo Chilled Shrimp with Remoulade and Cocktails Sauces	CH3
Assorted Canapés	CH4
Celery Stuffed with Blue, Cream or Pimento Cheese	CH5

Cold Hors d'ourves

Price per 75 pieces

CH1.....	\$78.75
CH2.....	\$67.00
CH3.....	\$110.00
CH4.....	\$174.00
CH5.....	\$140.00

Basic Boxed Lunch – (\$8.25 pp)

Ham, Turkey, or Turkey Pastrami
White, Wheat Hoagie Roll **or** Sandwich Roll
Cheese, Lettuce & Tomato
Whole Fruit, Chips, Cookie; Soda **or** Bottled Water
(Is Drink of soda or water included in the price)

Gourmet Boxed Lunch – (\$8.75 pp)

Corn Beef, Roast beef, Ham, Turkey, Turkey Pastrami, Egg Salad, Tuna
Salad or Chicken Salad; Assorted Cheese
White, Wheat Hoagie Roll, Rye, Sour Dough, Wheat **or** Plain Croissant
Lettuce, Pickle & Tomato
Whole Fruit, Chips, Cookie or Brownie; Soda **or** Bottled Water

Boxed lunches contain condiments and napkins
Fruit selections: Bananas, apple, orange, cluster grapes or mandarin

BEVERAGES

Coffee	\$15.75 gal	Can Sodas	\$ 0.85 ea
Iced Tea	\$15.00 gal	Bottled Water	\$ 1.00 ea
Sparkling Fruit Punch	\$15.00 gal	Tea Bags	\$ 1.20 ea
Country Time Lemonade	\$10.00 gal	Hot Cocoa	\$19.00gal

Refreshment Breaks

Chocolate Lovers Break

Chewy Fudge Brownies
Freshly Brewed Regular **or** Decaffeinated Coffee
Bottled Water **or** Assorted Sodas
RB1 (\$6.06 pp)

Cookie Lovers Break

Assorted Freshly Baked Cookies
Freshly Brewed Regular **or** Decaffeinated Coffee
Assorted Sodas **or** Bottled Water
RB2 (\$5.29 pp)

Power Break

Granola Bars and Whole Fruit Selection
Bottled Water and Assorted Fruit Juices
RB3 (\$6.10 pp)

Cool and Crunchy

A tray of Fresh Cut Vegetables with Dip
Bottled Water and Assorted Fruit Juices
RB4 (\$5.65 pp)

Hunger Crunch

Grapes and Strawberries
Cheddar and Swiss cheese
Served with Crackers
Bottled Water and Assorted Fruit Juices
RB5 (\$6.18 pp)

One Dozen Fresh Baked Cookies
RB6 (\$8.45 dz)

One Dozen Fresh Baked Brownies
RB7(\$9.85 dz)

One Dozen Fresh Baked Muffins
RB8 (\$7.15 dz)

Campus Catering Price Guide

Express Breakfast

	Price per person
EB1.....	\$8.15
EB2.....	\$9.80
EB3.....	\$3.90
EB4.....	\$4.55

Boxed Lunch

BL1.....	\$8.25
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Gourmet Boxed Lunch

BL2.....	\$8.75
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Express Lunch

SPECIALY SALADS

	Price per person
EL1.....	\$8.39
EL2.....	\$7.21
EL3.....	\$8.74
EL4.....	\$8.97

Luncheon Menu

	Price per person
LM.....	\$10.39

LM* ...specials

Lunch & Dinner

Buffets

	Price per person
LDB1.....	\$7.89
LDB2.....	\$9.89
LDB3.....	\$10.39
LDB4.....	\$10.99
LDB5.....	\$8.79
LDB6.....	\$12.14

Refreshment Break

	Price per person
RB1.....	\$6.06
RB2.....	\$5.29
RB3.....	\$6.10
RB4.....	\$5.65
RB5.....	\$6.18
RB6.....Dz.	\$8.45
RB7.....Dz.	\$9.85
RB8.....Dz.	\$7.15

Asst Kolaches dz	\$27.80
Taquito w/Egg & Cheese	\$2.53
Taquito w/Bacon	\$2.78
Taquito w/Sausage	\$2.78
Pastry	\$1.10
Cup of Coffee	\$1.20
Juice	\$1.70
Doughnuts dz	\$8.75
Wings3/	\$2.10
Club Sandwich	\$5.34
Hot Dog	\$2.17
Veggie Dog	\$2.96
Sausage on Stick	\$3.04
Veggie Burger	\$4.96
Pizza, Whole	\$9.74

All pricing includes: cutlery, napkins, plates and linen & skirting on food tables.
Set up charge will apply as stated in our set up and service fees

Pricing is subject to market changes.

Pricing does not include tax of 8.25%.

Pricing does not include delivery, , & set up fee. (Gratuity does not apply to the end-users of college events)