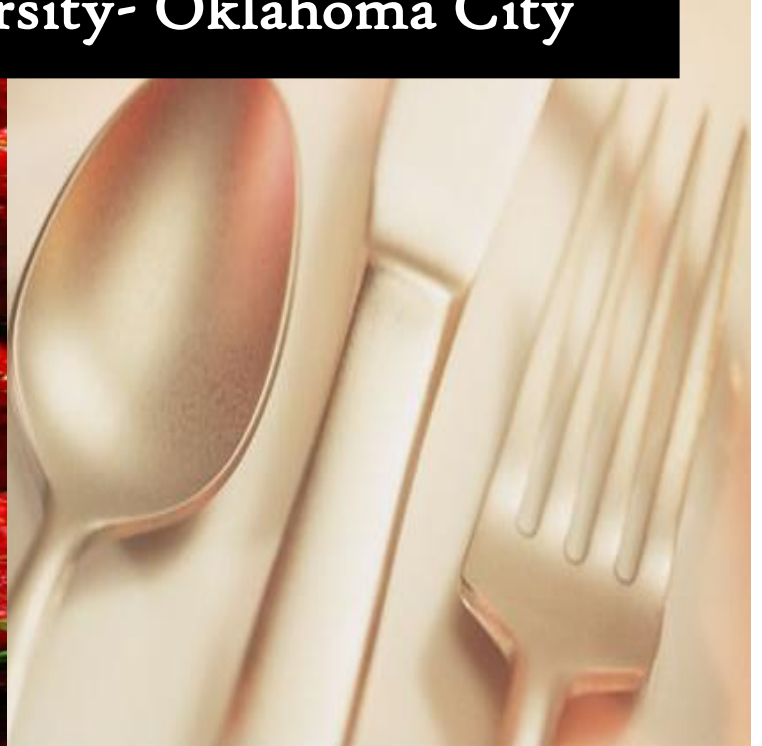




C A T E R I N G
Oklahoma State University- Oklahoma City



900 N. Portland Avenue
Oklahoma City, Oklahoma 73107
(405) 945-3387

PLANNING YOUR EVENT

Begin by contacting the Student Center Scheduling Office to reserve conference rooms. Room setup and equipment requirements will be reviewed to meet your needs. The OSU-OKC Food Service department has an exclusive contract to provide all food and beverage services (catering) on campus. No outside catering may be provided without the prior approval of the Food Service Department. Infractions are subject to a surcharge.

Student Center Catering
(405)945-3387
(405) 945-3238

Food Service Manager
Jonathan Kleman
(405) 945-3398
E-mail: jcklema@osuokc.edu

CATERING ARRANGEMENTS

Contact Catering at (405) 945-3387 to initiate your catering order and discuss the types of service and menu options. To provide proper staffing and assure that your menu selections will be available. **We request notification two (2) weeks prior to your event for food orders and three (3) days for beverage only orders.** An approximate guest count is required by 11:30am three business days before your event. For example, for events on Saturday-Monday, guarantees are due by Wednesday at 11:30am. Tuesday guarantee is due on Thursday at 11:30am. Last minute bookings will be subject to availability of items. Special dietary needs such as vegetarian requests need to be turned in with the initial order. OSU-OKC policy prohibits the possession or consumption of alcoholic beverages on OSU-OKC premises.

BILLING PROCEDURES

When booking your event, please provide the estimated number of guest expected. Your final guarantee is due three (3) days prior to the event. Your final bill will reflect the final guarantee or the number served (whichever is greater). OSU-OKC departments and student organizations can make payments through University bursar accounts. Individuals or community groups without a university approved account must provide either, cash, check, master card, american express, or visa in order to book a catering. We also require a billing address of the institution responsible for the bill. Any discrepancies in count or charges should be identified and resolved with the manager prior to departure.

SERVICE CHARGES

We will serve you promptly at the time you have requested. We cannot guarantee the quality of the food that is held longer than fifteen (15) minutes. Leftover food may not be removed from the serving location by attendees due to liability and safety issues. For the safety of our guests it is our strict policy and that of the Oklahoma County Health Department that all remaining food at the end of an event is disposed of. Basic price includes full disposable service. Therefore we cannot allow any guests or clients to remove any remaining food or beverage from an event. Thank you for your understanding in this matter.

An additional charge of \$35.00 (per catering setup) will be added for events beginning after 6pm on weekdays or anytime on Saturday or Sunday. For example: if you have a breakfast, lunch, and Dinner catered on a Saturday or Sunday there will be three charges of \$35.00. (One charge per requested setup)

- China Service-\$ 1.00 per person
(Includes China plates, bowls, glassware and silverware with paper placemats and napkins)
- Full China Service-\$4..00 per person
(Includes China plates, bowls, glassware, and silverware with linen tablecloths and napkins)
- Linen Tablecloth-\$3.00 each
- Additional Attendant-\$75.00 per hour
- Standard Table Skirting \$ 10.00/table (Buffet/drink tables are already included)

CANCELLATIONS

If it should become necessary to cancel an event, please notify your event specialist as soon as possible by either email or phone. If your event is scheduled for an evening or weekend, you will need to contact the manager on the number they have provided to ensure they receive the cancellation notice in a timely manner. If your event is after normal business hours they will have provided you with the appropriate contact numbers. Notification is required a minimum of three (3) business days prior to the event. Catering cancellations received 24 hours prior to the event will be charged a cancellation fee. Cancellations received less than 24 hours prior to the event will be charged 100% of the guaranteed number. In the event of a late cancellation due to inclement weather, OSU-OKC foodservice will make every attempt to keep the cost billed to the customer at a minimum.

BREAKFAST

Includes your choice of
Coffee or Tea

The Continental \$6.50

Donuts & Muffins
Assorted Chilled Fruit Juices

The College Classic \$7.50

Muffins and Pastries
Seasonal Sliced Fruits
Assorted Chilled Fruit Juices

The Bagel Way \$6.50

Freshly Assorted Bagels with
Cream Cheese
Seasonal Sliced Fruit
Assorted Chilled Fruit Juices

The Deluxe Breakfast \$8.50

Fluffy Scrambled Eggs, Hash Browns, Mini Muffins
And your choice of Sausage or Bacon
Fresh Fruit Tray
Assorted Chilled Fruit Juices

Healthy Choice \$6.25

Assorted Yogurts, Low-Fat Muffins
Fresh Fruit Bowl

Breakfast Additions

Assorted Muffins and Pastries
\$12.00 per Dozen
Assorted Bagels w/Cream Cheese
\$14.00 per Dozen
Assorted Donuts
\$12.00 per Dozen
Croissants w/ butter & Jellies
\$13.50 per Dozen
Fresh Baked Cinnamon Rolls
\$15.00 per Dozen
Biscuits & Gravy
\$12.00 per Dozen
Bacon or Sausage Breakfast Burritos
\$15.00 per Dozen



Beverages

Coffee/Decaf	\$14.00 per Gallon
Starbucks Coffee (Small parties only)	\$18.00 per Gallon
Hot Chocolate	\$12.00 per Gallon
Iced Tea	\$9.00 per Gallon
Hot Tea	\$4.50 per ½ Gallon
Orange or Apple Juice	\$14.00 per Gallon
Bottled Water	\$1.50 Each
Assorted Soft Drinks	\$1.25 Each
Lemonade /Fruit Punch	\$12.00 per Gallon
Milk	\$6.00 per Gallon

12 oz. cups = 10 cups per gallon
16 oz. cups = 8 cups per gallon





LIGHT LUNCH

Ham or Turkey Boxed Lunch \$7.25

Turkey or Ham, Tomatoes and Lettuce
On Wheat Bread with chips, 2 cookies, napkin-wrapped
utensils, condiments & Soda included.

Deluxe Boxed Lunch \$8.00

Turkey or Ham, Tomatoes and Lettuce on a
Croissant or Specialty Wheat Bread. Potato or Macaroni
Salad, 2 Cookies, napkin-wrapped utensils,
Condiments & Soda.

Oklahoma Picnic Boxed Lunch \$8.50

BBO Pulled Pork Sandwich, Baked Beans, Coleslaw, Pickle
Spear, 2 Cookies, napkin-wrapped utensils,
Condiments & Soda.

Chicken or Tuna Lettuce Wrap Boxed Lunch \$7.75

Chicken or Tuna Salad, Tomatoes & Onions all wrapped in
your choice of a Wheat or Sundried Tomato Tortilla.
Served with chips, 2 cookies, napkin-wrapped utensils &
Soda.

Domino's Pizza

(Large 8 Slices Each Pizza)
Single Topping \$12.00
Combo \$15.00

SUPREME SALAD SELECTIONS

Salads are served pre-made
All salads served with Bread and Iced Tea
(Soda \$1.00 extra per person)

Italian Pasta Salad \$7.50

Grilled Chicken mixed with Tri Colored Pasta.
Black Olives, Cherry Tomatoes,
Cucumber Slices, Broccoli, Salami,
& Pepperoni, all tossed in a
Homemade Italian Vinaigrette.

California Cobb Salad \$10.00

Fried or Grilled Chicken, Avocado, Blue Cheese, Hard
Boiled Egg,
Olives, Bacon and Tomatoes
Served with Traditional Bleu Cheese Dress

Fiesta Salad \$9.00

Grilled Chicken on a bed of Spring Mix, Garnished with
Corn Relish, Black Beans, Diced Tomatoes, Shredded
Cheese, & Tortilla Strips Drizzled with Southwestern
Ranch Dressing.

Grilled Chicken Salad \$8.50

Grilled Chicken Breast topped on a springtime
Garden fresh salad of crisp Spinach and Lettuce,
Mushrooms, Walnuts and Sweet Mandarin Oranges
Served with Homemade Ranch Dressing

Sea Side Salad \$10.00

Spring Mix Topped with Strawberry-Orange
Glazed Salmon, Feta Cheese, Fresh
Strawberries & Candied Walnuts.
Tossed in a Raspberry Vinaigrette..



SIGNATURE BUFFETS

Minimum of 10 People
Included Iced Tea
(Soda \$ 1.00 extra per person)

Sandwich Buffet \$9.25

Assorted Deli meats
Assorted Sliced Cheese
Sliced Tomatoes
Shredded Lettuce
Pickles and Onions
Variety of Breads
Potato Chips
2 Slices of Meat/ Person
1 Slice of Cheese/ Person

Soup & Salad Buffet \$8.75

Garden Salad w/ Dressings
Crackers
2 Homemade Soups
(Chicken noodle, baked potato, vegetable,
Cowboy, Chicken Tortilla for 75 Cents more/ person)
Garlic Bread



Soup & Sandwich Buffet \$8.75

Assorted Finger Sandwiches
One Homemade soup
Vegetable Tray

**** Add a Large Salad
Bowl to Any Buffet
To Feed 15 for only \$ 15.00****

Baked Potato & Salad Buffet \$8.50

Garden Salad w/ Dressing
Jumbo Baked Potato toppings include:
Broccoli and Cheese Sauce
Chili and Shredded Cheese
Bacon, Sour Crème,
Chopped Onions



**** Add Pasta Salad, House Salad, or
Tuna Salad to any buffet \$ 1.00/ Person****

Taco and Nacho Buffet \$9.50

Seasoned Ground Beef & Chicken
Toppings Include Lettuce, Tomatoes, Cheese,
Sour Cream, & Salsa, Nacho Chips with Cheese Sauce
Jalapeno Relish & Spanish rice.



CHEF FOR THE DAY

CHOICE BUFFET

Minimum of 20 People
\$12.50 per Person
Includes Fresh Baked Dinner Rolls
With butter and Iced Tea.
(Soda \$1.00 extra per person)

ENTRÉE SELECTION (Choose 2)

Honey Glazed Ham
Baked Pork Chops
Southern Fried Chicken
Sliced Roast Beef
Roasted Turkey w/ Dressing
Teriyaki Chicken
Prime Rib (additional \$4.25 per person)
Chicken Fried Steak
Sage Roasted Pork Loin
Fried Catfish
Dijon Chicken
Bacon Baked Chicken
BBQ Pulled Pork

VEGETABLE SELECTION (Choose 3)

Garlic Mashed Potatoes
Green Beans Almandine
Petite English Peas with Pearl Onions
Sautéed Broccoli
Rice Pilaf
Parsley Ginger Baby Carrots
Parsley Buttered New Potatoes
Buttered Corn
Snow Peas & Carrots
Cauliflower Au Gratin
Baked Beans
Honey Glazed Carrots
Vegetables Medley
Fresh Broccoli with Herbed Butter



SALAD SELECTION (Choose 1)

Garden Salad with Two Dressings
Tossed Caesar Salad
Coleslaw
Broccoli Salad

DESSERT SELECTIONS (choose 1)

Peach/Apple/ or Cherry Cobbler
Apple Pie
Pumpkin Pie
NY Cheesecake (additional .75)
Pecan Pie
Chocolate or Coconut Crème Pie
Assorted Cakes
Assorted Cookies



CUISINE BUFFETS

Minimum of 20 People
Include Iced Tea or Coffee
(Soda \$1.00 extra per person)
\$12.75 per Person

Italian

Baked Lasagna
Chicken Parmesan
Fettuccine Alfredo
Italian Salad
Italian Green Beans
Garlic Bread



Mexican

Chicken Fajitas W/ Trimmings
Cheese Enchiladas
Beef Tacos
Spanish Rice
Sour Crème
Grated Cheese
Chopped Tomatoes and Onions
Shredded Lettuce
Chips & Salsa



Bar-B-Que

Sliced Brisket or Pulled Pork
Hot Links
Bar-B-Que Baked Beans
Fried Okra
Potato Salad
Cornbread



SERVED PLATED MAIN ENTREES

All meals include
Garden Salad with Homemade
Ranch Dressing
Fresh dinner rolls with butter and Iced Tea
(Soda \$ 1.00 extra per person)

Price includes full china.
Additional Charge for Attendants
1 attendant per 24 Guest

Grilled Portobello

Portobello Mushroom Stuffed with Crab Cake &
Topped with a colorful Mango Salsa, Served
With Asparagus & Red Bell Peppers.
\$13.75 per Person

Grilled Alaskan Salmon

Grilled Alaskan Salmon Seasoned with Lemon
Pepper & Herbs, Twice Baked Potato, & Grilled
Vegetables.
\$ 13.50 per Person

Chicken Teriyaki

Marinated Chicken Breast served over a bed of
fluffy steamed rice and oriental vegetables.
\$11.75 per person

Chicken Fried Chicken

Double dipped and golden deep-fried steak,
smothered with creamy gravy
And whipped potatoes
\$11.00 per person

Classic Lasagna

Layers of pasta, ground beef, and Italian
cheese baked with a Marinara sauce,
Served with sautéed
Zucchini medley and warm Garlic Bread
\$13.00 per Person

Tenderloin Tips

Tender Beef tips in a rich Mushroom Sauce
Served over Egg Noodles with Baby Carrots
\$13.75 per Person



BREAKS & APPETIZERS

Please note beverages are not included
In Breaks
Paper Products will be supplied
Minimum of 10 people required

College Break \$5.50

Assorted Mini Candy Bars
Party Mix
Rice Crispy Treats

Break for a Hot Dog \$5.75

All Meat Hot Dogs with Chili and Cheese
Onions and Relish & Mustard
2 Per Person



Mexican Fiesta \$5.75

Fresh Salsa with Tortilla Chips
Warm Nacho Cheese and Sour Crème

Finger Snacks Buffet \$5.75

Finger Sandwich Tray
Cheese and Crackers
Chips and Dip

Munchies

Bowl Queso Dip & Tortilla Chips (Min. of 15)	\$ 1.75
Bowl French Onion Dip & Chips (Min. of 15)	\$ 1.75
Soft Pretzels	\$ 1.50 each.
Party Mix (Min of 15)	\$ 1.75 per person
Individual Bags of Chips	\$ 1.50 per bag
Corn Dogs	\$ 1.75 Per Dog

Horsd'oeuvres

Chicken Fingers	\$ 12.00 per Dozen
Little Smokies	\$ 5.00 per Dozen
Fried Mozzarella	\$ 10.00 per Dozen
Finger Sandwiches	\$ 12.00 per Dozen
Assorted Mini Quiche	\$ 10.50 per Dozen
Bacon Wrapped Scallop	\$ 15.50 per Dozen
Stuffed Mushrooms with Seafood	\$ 14.75 per Dozen

Trays

Assorted Fruits	\$ 1.75 per person
Assorted Cheese, Crackers and Fruits	\$ 2.50 per person
Assorted Cheese and Cracker	\$ 1.45 per person
Fresh Veggie Tray with Dip	\$ 2.00 per person
Meat, Cheese and Crackers	\$ 4.25 per person

DESSERTS

Ice Cream Social

Vanilla ice cream,
Assorted toppings and sauces,
Cookies and brownies,
And Punch
\$8.00 per person

Light Options

Freshly Baked Cookies	\$7.25 per Dozen
Brownies	\$ 12.50 per Dozen
Lemon Bars	\$ 12.00 per Dozen
7 Layer Bars	\$ 12.00 per Dozen
Oatmeal Bars	\$ 12.00 per Dozen
Rice Krispie Biscotti	\$ 12.00 per Dozen

Additional Desserts

NY Cheesecake	\$1.75 per slice
Cobbler	\$1.25 per serving
Assorted Cakes (Chocolate, red velvet, banana, carrot)	\$1.50 per slice
Assorted Petit Fours	\$12.00 per dozen
Mini Cheesecakes	\$17.00 per dozen
Full Sheet Cake (Serves 96 1"x2" Pieces)	\$65.00 each
Half Sheet Cake (Serves 48 1"x2" Pieces)	\$45.00 each
Pie	\$1.50 per slice
(Apple, pumpkin, pecan, chocolate, coconut)	

