

DINING SERVICES

—

CATERING GUIDE





CATERING
POLICIES AND PROCEDURES
9/11/09

Skidmore College Dining Services offers full service catering to the College community and its guests. All food and beverages served on campus must be arranged through the Skidmore College Dining Services Department at 580-5893. Due to contractual labor agreements and New York State Department of Health regulations, outside caterers or food prepared elsewhere is not permitted.

Locations of Events

Prior to placing your catering order, it is necessary to select/reserve a location for your event. All requests for events in the MA Banquet rooms will need to be submitted through the EMS system. If your event does not require a space reservation, please use the "Catering Only" option. If you need assistance is navigating through virtual EMS please contact the Scheduling Office at 580-5599.

Please note:

- *Location set-up (tables/chairs/etc.) must be arranged through Facilities Services at 580-5866.*
- *Audio-visual needs for your event should be arranged through Media Services at 580-5940.*

Catering Reservations/Orders

All events on campus should be reserved through the EMS system. Your catering request should be submitted along with your space request. If you do not require a space reservation for your event, the catering only option should be selected.

When submitting your requests, please be sure to indicate any specific needs including room set- up, use of screens, request for alcohol, special linen requests, etc. in the additional info section of the request.

While we make every effort to accommodate the needs of the campus community, it is recommended that you place your order as soon as possible. Appropriate billing information and your menu must be selected and confirmed at least ten business days (not including weekends) prior to the event. We will make every effort to accommodate last-minute orders but additional service charges may be incurred.

Guarantees/Guest Count

To insure that we are ordering the proper amount of food, beverages and supplies for your event, a specific guaranteed guest count must be submitted no later than three business days (not including weekends) prior to the event; the guaranteed number is not subject to reduction. You will be financially responsible for 100 percent of your final guarantee, or the actual number of guests served, whichever is greater. If a guarantee is not provided, your last estimate becomes your guarantee. A guaranteed guest count is not a range; it is a specific number. Also, to ensure proper planning and reduce waste, it is expected that you will provide the exact numbers for vegetarian, lactose free, gluten free, vegan, nut allergy or any other special dietary needs.

Cancellations

In the event that you must cancel your function, there is no charge for cancellations made at least three business days (not including weekends) prior to your event. Cancellations made two business days prior to your event may incur an additional charge to compensate for food and labor costs. If a cancellation is made the day of the event, one half of the guaranteed number will be billed.

Please note: During times when Dining Services is essential (i.e. Administrative Closure due to inclement weather), no catering functions will be provided by Dining Services. No charges will be billed.

Food and Beverages

Due to New York State Health Department regulations, no food or beverages may be removed from an event. Leftover food and beverage is the sole property of the Dining Services Department. No credit will be given for unused food or under-attended events.

Gratuities and Taxes

Skidmore's catering staff is not allowed to accept gratuities.

Taxes of 7% will be added to the cost of your catering event when it is not billed to a departmental account or SCIP card number. Events not billed to a departmental account/SCIP card number will require a 50% deposit seven business days prior to the event with the balance due in full upon completion of the event. If a group is tax exempt, a tax exempt form must be submitted to the Dining Services Office prior to the event.

Delivery Services

Please establish accurate start and end times with our staff for your event. The event location must be unlocked and available at least 45 minutes prior to the event starting time as shown on your order.

Service Questions

- What service type are you planning - plate service (sit-down), butler service, buffet?
- Are you planning to have a program associated with your event? When will the program occur in relation to the meal service?
- Will there be entertainment that will impact meal service?
- Do you wish to have a reception or cocktail party before your event?

- Will you have any activities in the room after the meal that will impact or delay service or cleanup?
- Do you have any special seating arrangements?

Service Times

Menu prices are based on a two-hour serving time. If your function is delayed more than 30 minutes from the pre-arranged serving time, you will be billed for the additional labor costs. Skidmore College Dining Services cannot guarantee the quality of food held more than 15 minutes.

Other Billing Charge

There will be a 10% service charge for functions with a start time of 7:00 a.m. or earlier, and for functions with a start time of 8:00 p.m. or later.

Clearing Tables before a Program

When additional time is needed to clear the tables before a program begins, you may either take a break for intermission or remain seated. If it is necessary for the catering staff to clear the tables following your event if your event should exceed two hours service time, extra charges will be incurred to hold Catering personnel over.

Carving Stations/Exhibition Cooking

If exhibition cooking or a carver is provided to work at a function, there is an additional charge of \$30/hour (per employee) of serving time based on staff availability.

Flowers & Linen

Basic floral arrangements can be provided for meals and receptions at an additional cost. Specialty arrangements can be ordered from our florist and added to your bill.

When appropriate, linen is included with served meals and buffets for food service tables and guest tables. With adequate notice, specialty linens are available for an extra charge. Cost of linen rentals will be added to the cost of the event.

Non-dining events, which require linens, are available for rental at an additional cost for pick-up/return:. These requests should be submitted through EMS under "Linen Only Requests"

Skirting for eight foot table (includes clips): \$14.95/day

Tablecloth for eight foot table (70"x120"): \$6.50/day

Tablecloth for square table (85"x85"): \$5.25/day

Tablecloth (71"x71"): \$4.50/day

Tablecloth (61"x61"): \$4.00/day

Linen Napkin: \$.50 (each)/day

Please note: the rental fees do not include delivery charge.

The College does not permit affixing anything to the walls, floors, or ceiling with nails, tape, or adhesive.

Loan/Borrow Equipment

Dining Services will loan water pitchers and char-grills to departments, students, or faculty/staff. No non-College individuals are authorized to loan/borrow.

Pitchers of Water

Pitchers of water are offered at no charge when accompanied by the purchase of food/beverage from Dining Services Catering Department.

Pitchers of Water (without order of food/beverages)

- There is a \$30.00 charge for Dining Services delivery/pick-up of pitcher(s) of ice water.
 - There is a \$ 5.00 charge for customer pick-up/return of pitcher(s) of ice water.
- Note: pitchers must be returned the following day.

Customer may pick up/return pitchers in Dining Services Office during business hours (M-F 8:30 am-4:30 pm); signature will be required along with count of pitchers being borrowed and then returned.

- for events occurring in the evening hours, pitcher(s) must be returned during business hours (M-F) on the following business day or an additional charge of \$5/pitcher/day will apply.
- for events occurring before 8:30 am, pitcher(s) may be picked up the prior day during the business hours.

Pitchers (picked up or delivered) are the responsibility of the customer, and a replacement charge will apply for any loss or damaged.

Char-Grills (without order of food/beverages)

Two (2) Char-Grills are available for loan on a first come-first serve basis.

- There is a charge of \$30.00 grill/day
- No charge for Authorized Student Organizations
- Charcoal is available, for an additional charge

For safety issues, grills will be delivered and picked-up by Dining Services staff. While at the event, grills are the responsibility of the customer, and a replacement charge will apply for loss or damage.

Grilling Utensils are available for loan. A deposit will be required upon pick-up, refunded once utensils are returned (during business hours (M-F) on the following business day to the Dining Services office).

Guidelines for Alcohol at Events

To make arrangements for bar service or beer/wine service, please call 580-5893.

Skidmore College Catering Services has primary responsibility for selling and serving alcohol at College events. Catering Services requires 30 business days notice for all events requiring alcoholic beverage service. This advance notice is required in order to obtain a permit from the NYS Liquor Authority. Catering Services is unable to provide alcoholic beverage service without a temporary permit from the NYS Liquor authority; there is an additional charge of \$40 for the temporary permit fee. In addition to the guidelines listed, please review the Skidmore College Policy on Alcohol and Other Drugs (AOD) at http://cms.skidmore.edu/student_handbook/alcohol-and-other-drugs.cfm.

NYS Liquor Authority temporary permits are required for all alcoholic beverage service at non-licensed facilities. Alcoholic beverage permit applications must be processed 30 business days prior to the event.

The service of alcoholic beverages at any given event is subject to approval.

Sufficient quantities of nonalcoholic beverages (in addition to water) and food must be available and prominently displayed at all times during an event at which alcohol is served. Any alcoholic punch or other alcoholic beverage must be clearly labeled as such.

It is our policy to ensure successful events. If at any time it is in the best interest of the college and/or our guests, we reserve the right to restrict, refuse or discontinue service of alcoholic beverages if we deem necessary.

A Final Word

The Catering Guide is offered to assist you in planning your event. It is our intention and desire that every event we are involved in meets and exceeds the expectations of our customers.

It's a pleasure to be of service. We look forward to making your event a memorable one!!

The prices quoted on our catering menus do not include tax and are subject to change.

Contact Us

We would be happy to answer any questions, comments or concerns. Please feel free to contact us:

**Skidmore College
Catering Services
Murray Aikins Dining Hall
815 North Broadway
Saratoga Springs, NY 12866**

Catering Reservations: 518-580-5850

Staff:

Beverly Cottrell, Catering Secretary 580-5856
Bonnie Bertrand, Catering & Special Events Supervisor..... 580-8323
James Rose, Executive Chef 580-8325
Adam Lombard, Assistant Supervisor, Catering..... 580-5822

SKIDMORE

C O L L E G E

CATERING MENU

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BEVERAGES

Cups, napkins and the appropriate accompaniments are included

COFFEE / TEA

Freshly Brewed Paul Delima

Regular or Decaf

\$6.75 (serves 10) **\$15.95** (serves 30)

Freshly Brewed Green Mountain

Regular or Decaf

\$8.25 (serves 10) **\$22.95** (serves 30)

Assorted Teas (Hot)

\$6.75 (serves 10) **\$15.95** (serves 30)

SODA / WATER / JUICE

Soda ~ Pepsi ~ Diet Pepsi ~ Sierra Mist ~

\$1.00/12oz.can **\$1.50**/20oz.bottle **\$2.00**/Liter bottle

Sparkling Saratoga Water

\$1.50/12oz. bottle

Tropicana (orange, cranberry, apple, grapefruit)

\$2.50/Qt.

Apple Cider (hot or cold)

\$13.95 (serves 16) seasonal

Hot Chocolate

\$16.95 (serves 16)

Wassail (non-alcoholic spiced fruit punch)

\$19.95 (serves 16)

▷ **Hot Mulled Wine** (alcoholic)

\$27.00 (serves 6)

▷ Liquor License required - 30 business day lead time necessary for processing and a \$40.00 permit fee may be applicable

BREAKFAST MENU

FRESHLY BAKED PASTRIES AND BAGELS

(one dozen minimum) ~All of these menu options will include appropriate accompaniments

Mini Croissants

\$13.25/doz.

Assorted Mini Danish

\$9.25/doz.

Assorted Cereal with

Milk (whole/skim)

\$3.75 per person

Assorted Small Scones

\$11.89/doz.

Assorted Mini Muffins

\$12.50/doz.

Assorted Individual Yogurt

\$1.25 per person

Mini Bagel Variety with

Assorted Cream Cheese

\$11.75/doz.

Bagel Variety with

Assorted Cream Cheese

\$14.99/doz.

Fresh Fruit Cup

\$2.50 per person

Fresh Whole Fruit

Market Price per person

Assorted Muffins

\$12.50/doz.

CONTINENTAL BREAKFAST OPTIONS

Continental Breakfast I

This option includes: a variety of fresh baked muffins, sweet rolls, orange, cranberry and apple juices, freshly brewed regular/decaffeinated coffee, and regular/decaffeinated teas. **\$4.99 per person**

Continental Breakfast II

This option includes: a fresh fruit platter, a variety of muffins and sweet rolls, orange, cranberry and apple juices, freshly brewed regular/decaffeinated coffee, and regular/decaffeinated teas. **\$6.99 per person**

BREAKFAST BUFFET OPTIONS

Breakfast Buffet I

This option includes: scrambled eggs, sausage links, bacon, mini bagels with assorted cream cheeses, home-fried potatoes, orange, cranberry and apple juices, freshly brewed regular/decaffeinated coffee, and regular/decaffeinated teas. **\$7.50 per person**

Breakfast Buffet II

This option includes: a fresh fruit platter, scrambled eggs, sausage links, bacon, mini-bagels with assorted cream cheeses, hashbrown potatoes, orange, cranberry and apple juices, freshly brewed regular/decaffeinated coffee, and regular/decaffeinated teas. **\$8.95 per person**

Breakfast Buffet III

This option includes: ham and cheese half-moon omelets, cheese half-moon omelets, fresh fruit platter, home-fried potatoes, mini bagels with assorted cream cheeses, orange, cranberry and apple juices, freshly brewed regular/decaffeinated coffee, and regular/decaffeinated teas. **\$10.95 per person**

PLATED BREAKFAST OPTIONS

Plated Breakfast

French Country Breakfast

This option includes: a wedge of quiche Lorraine, link sausage, hash brown potatoes, fresh fruit garnish, orange, cranberry and apple juices, freshly brewed regular/decaffeinated coffee, and regular/decaffeinated teas. **\$8.99 per person**

HORS D'OEUVRES

Priced based on 25 pieces (unless noted)

HOT HORS D'OEUVRES

Mini Crab Cakes "Phillips" brand crab meat blended with freshly chopped herbs and spices, served with zesty chili-lime aioli sauce. ****Market Price**

Sea Scallops Wrapped in Bacon plump sea scallops delicately seasoned with a touch of herbs and spices, lemon and garlic, then wrapped in cured bacon. ****Market Price**

**Prices fluctuate based on market

Eric's Crab Tazza's (50 pieces) a delicate and creamy mixture of "Phillips" brand crab meat blended with herbs and spices, served in a crispy mini-phylo shell. ****Market Price**

Crispy Asparagus with Asiago asparagus tips combined with a seasoned blend of sharp asiago cheese and a hint of creamy fontina cheese, delicately wrapped in flakey phyllo dough. **\$45.25**

Steamed Dumplings pork dumplings gently seared and served with a sweet plum sauce. **\$30.95**

Baked Brie in Puff Pastry (serves 25) triple cream brie baked in flakey puff pastry until golden brown and topped with an apple chutney, served with sliced baguettes. **\$69.95**

Thai Chicken Satay sesame and ginger marinated chicken strips served on a wooden skewer with a spicy peanut sauce. **\$25.75**

Vegetable Quesadilla our bite-sized version is made with a delicious blend of roasted vegetables, cheddar and monterey jack cheeses along with southwest spices nestled in a flakey tortilla shell. **\$39.95**

Mini Quiche Assortment an assortment of bite-sized sun-dried tomato & wild mushroom, mushroom & onion, seafood and quiche Lorraine. **\$27.95**

Pigs in a Blanket a cocktail size, all-beef frank wrapped in a delicious puff pastry, served with a zesty horseradish mustard sauce. **\$19.50**

Coconut Shrimp butterflied shrimp dipped in a mild coconut batter and rolled in a mixture of shredded coconut and bread crumbs, lightly fried and served with a peach and mango salsa. ****Market Price** (offered only at Murray Aikins Banquet Rooms or Faculty/Staff Club)

Apricot & Brie Mini Sandwich sweet apricot jam with apricot pieces and creamy brie cheese on brioche bread. **\$38.95**

Greek Mediterranean Tartlet mini phyllo cups filled with a blend of feta cheese, creamy spinach, diced onion and parsley. **\$21.50**

* **Sweet Potato Fritters with Jalapeño Molasses** (20 Pieces) mixture of sweet potatoes, pecans and a touch of cinnamon shaped into small fritters, deep fried and complimented with a flavorful jalapeño molasses. **\$9.95**

COLD HORS D'OEUVRES

Grilled Vegetable Pinwheels a combination of herbed cream cheese, fresh spinach, asparagus, roasted red peppers, rolled in an herbed tortilla wrap, and sliced. **\$22.59**

Roasted Red Pepper Hummus fresh hummus traditionally prepared with a puree of chick peas, sesame tahini, roasted red peppers, fresh garlic, lemon, parsley and seasonings, served with crispy pita chips (15 servings). **\$20.95**

**Prices fluctuate based on market

*Menu Item Contains Nuts

Fresh Tomato & Basil Bruschetta freshly diced Roma tomatoes combined with garlic & a chiffonade of fresh basil, served with parmesan baked crostini (25 servings). **\$18.75**

Southwest Fiesta a beautiful array of refried beans layered with sour cream, salsa, guacamole, black olives, jalapeños, diced tomatoes, scallions and shredded cheddar cheese, served with tortilla chips (25 servings). **\$48.90**

Avocado, Fresh Mango and Tomato Salsa freshly diced avocado, mango and tomatoes, blended with a zesty combination of jalapeños, fresh lime juice, red onion and garlic, served with tortilla chips (25 servings). **\$44.50**

Fresh Asparagus with Lemon Tarragon Dipping Sauce freshly poached asparagus tips served with a refreshing lemon tarragon sauce. **\$29.75**

Smoked Salmon Platter a decadent arrangement of smoked salmon with diced red onion, chopped hard-boiled eggs, and capers, served with a dill cream sauce along with Carr's wafer crackers and pumpernickel cocktail bread. (25 servings). ****Market Price**

Curried Chicken Salad a delightful combination of diced chicken, red grapes, water chestnuts, onions and celery, blended in a creamy curry dressing, served in a crispy phyllo cup. **\$21.95**

Poached Shrimp Cocktail a traditional combination of jumbo poached shrimp served with a zesty cocktail sauce and fresh lemon wedges (48 pieces); also available as an appetizer (4 pieces/serving). ****Market Price**

Grilled Tenderloin of Beef Display (served chilled) a gourmet arrangement of sliced beef tenderloin, served with artisan rolls and a horseradish cream sauce (25 servings). ****Market Price**

Marinated Grilled Shrimp an array of marinated jumbo shrimp seasoned with a blend of Cajun spices and grilled to perfection, served chilled (50 pieces). ****Market Price**

Sushi Platter a delicate array of cucumber & carrot, California, avocado, and vegetable rolls, served with pickled ginger, wasabi and soy sauce (32 pieces). **\$37.50**

PARTY PLATTERS / SALADS

Prices based on 25 servings (unless noted)

PLATTERS

Fresh Vegetable Platter an assortment of fresh broccoli, red bell peppers, celery, cucumbers, baby carrots and cauliflower, accompanied with a creamy ranch dressing. **\$38.50**

Fresh Fruit Platter an array of fresh pineapple, strawberries, grapes, cantaloupe and honeydew melon. **\$47.95**

***Assorted Cookies Platter** a platter of fresh made cookies that could include the one or more of the following: chocolate chip, chocolate white chip, peanut butter, M&M, chocolate mint chip, sugar, molasses (1 dozen). **\$6.95**

**Prices fluctuate based on market

*Menu Item Contains Nuts

Antipasto Platter a colorful variety of Italian meats and cheeses served with marinated artichoke hearts, pepperocini and green olives, accompanied by herbed foccacia bread. **\$53.95**

Mediterranean Platter a heart healthy combination of roasted portobello mushrooms, eggplant, roasted red pepper slices, marinated artichoke hearts, calamata olives and feta cheese, served with fresh hummus and pita chips. **\$58.95**

Sushi Platter a delicate array of cucumber & carrot, California, avocado, and vegetable rolls, served with pickled ginger, wasabi and soy sauce (32 pieces). **\$37.50**

Domestic Cheese Platter a delightful combination of sharp cheddar, muenster, provolone & pepper jack cheeses, accompanied by fresh grapes and crackers. **\$48.95**

Smoked Salmon a decadent arrangement of smoked salmon with diced red onion, chopped hard-boiled eggs, and capers, served with a dill cream sauce along with crackers and pumpernickel triangles. ****Market Price**

Grilled Tenderloin of Beef Display a gourmet arrangement of sliced beef tenderloin, served with artisan rolls and a horseradish cream sauce. ****Market Price**

Marinated Grilled Shrimp Platter an array of marinated jumbo shrimp seasoned with a blend of Cajun spices and grilled to perfection, served chilled (50 pieces). ****Market Price**

Poached Shrimp Cocktail a traditional combination of jumbo poached shrimp served with zesty cocktail sauce and fresh lemon wedges (48 pieces). ****Market Price**

Deli Wrap Platter this platter includes an assortment of freshly prepared wraps made with leaf lettuce and tomato. Choose from the following Boars Head deli selection: smoked ham, oven baked turkey breast, roast beef (or vegetarian); please indicate how many of each. Also served with pasta salad & freshly baked cookies. **\$9.95 per person**

Deli Sandwich Platter this platter includes an assortment of freshly prepared sandwiches made with leaf lettuce, tomato; and choose from the following Boars Head deli selection: Smoked Ham/Swiss Cheese, Boars Head oven baked Turkey Breast/American Cheese and Boars Head Roast Beef/Provolone Cheese. Indicate how many of each and specify the number of vegetarian sandwiches. Pasta salad and freshly baked cookies included. **\$9.95 per person**

Deli Platter build your own sandwich with an array of Boars Head Smoked Ham, oven baked Turkey Breast, Roast Beef, American, Swiss and Provolone cheeses, leaf lettuce and sliced tomatoes, sliced bread and rolls are included along with pasta salad and freshly baked cookies. **\$9.95 per person**

SALADS

Garden Salad Platter a blend of crisp lettuces, cucumbers, shredded carrots and tomato wedges, served with assorted salad dressings. **\$37.50**

Sandy's Potato Salad a classic combination of diced red potatoes, chopped egg, celery, onion and seasonings, blended with mayonnaise. **\$3.95/lb**

**Prices fluctuate based on market

Pasta Salad a delightful combination of penne pasta with roasted zucchini, eggplant, cherry tomatoes and parmesan cheese with a vinaigrette dressing. **\$4.50/lb**

Skidmore's Macaroni & Cheese this campus staple is traditionally prepared with sharp cheddar cheese and a creamy béchamel sauce. **\$42.00**

HEARTY SOUP

One gallon minimum (one gallon serves 14 nine-ounce portions)

Italian Wedding
\$31.75/gallon

Tomato Tortellini
\$34.75/gallon

Chicken Gumbo Creole
\$31.75/gallon

Southwest Chicken Soup
\$34.75/gallon

Minestrone
\$31.75/gallon

Turkey and Wild Rice Creamy Dijonaise
\$31.75/gallon

Cream of Broccoli
\$31.75/gallon

Beef Chili Con Carne w/Cheddar Cheese
\$43.95/gallon

New England Clam Chowder
\$34.75/gallon

Vegetarian Chili
\$27.95/gallon

BOXED LUNCHES

A perfect grab and go option; all boxed lunches include two cookies, seasonal whole fruit, bag of chips, condiments and your choice of water or soda.

Grilled Chicken Breast\$7.50

marinated chicken breast with sliced tomato, leaf lettuce, Swiss cheese, served on a hard roll with zesty Russian dressing

Turkey Croissant.....\$ 8.95

oven roasted turkey breast thinly sliced, served on a flakey croissant with leaf lettuce and sliced tomato

Baked Ham and Swiss.....\$ 8.50

thinly sliced baked ham and Swiss cheese, served on rye bread with leaf lettuce and sliced tomato

Roast Beef and Provolone\$ 9.25

thinly sliced roast beef and provolone cheese served on a hard roll with leaf lettuce & tomato

Tuna Salad.....\$ 7.65

traditionally prepared tuna salad served on whole wheat bread with leaf lettuce and tomato

Mediterranean Vegetable\$ 7.95

marinated eggplant, roasted red peppers, caramelized onion and sliced mozzarella cheese served on sliced Italian bread with basil pesto-vegetarian

Grilled Portobello Mushroom\$ 9.95
garlic and herb marinated portobello mushrooms, sliced and served on a hard roll with roasted red peppers and leaf lettuce-vegetarian

PLATED SALADS

All plated salads include freshly baked rolls & butter, assorted cookies, soda and ice water
(can also be packaged in disposable containers for a boxed lunch option)

Marinated Grilled Shrimp Salad spicy grilled shrimp (served cold) poached asparagus spears, pink grapefruit segments and cucumbers, served atop mesclun greens with a citrus vinaigrette dressing. ****Market Price**

Grilled Flank Steak Salad marinated sliced medium rare beef arranged over mesclun greens with Roquefort cheese, grape tomatoes, and crispy onion straws, served with a roasted garlic balsamic vinaigrette. **\$10.95**

Chef Salad julienne ham, turkey, roast beef and Swiss cheese along with grape tomatoes, hard boiled eggs and black olives, served over mesclun greens with Italian dressing. **\$10.95**

Portobello Caesar Salad marinated portobello mushrooms served over crisp romaine lettuce with shredded parmesan cheese and freshly baked croutons, served with a creamy Caesar dressing. **\$10.95**

Fresh Poached Salmon Salad a colorful combination of freshly poached salmon served atop mesclun greens with asparagus spears, pink grapefruit segments, and radicchio, finished with a citrus vinaigrette. ****Market Price**

Grilled Chicken Caesar Salad sliced grilled breast of chicken served atop crisp romaine lettuce with shredded parmesan cheese and freshly baked croutons, served with creamy Caesar dressing. **\$9.95**

Kung Pao Ahi Salad a medley of chopped green and red bell peppers, peanuts and green onions, tossed with Albacore tuna served with a ginger soy dressing and arranged in an iceberg lettuce cup. **\$5.29** (lite meal)

***Sonoma Blend Salad** mesclun greens with sliced apples, fresh strawberries, caramelized walnuts, dried cranberries and chevre cheese, topped with crispy onion straws and served with an apple cider vinaigrette. **\$9.95**

***Crispy Asian Chicken Salad** sesame crusted chicken breast served on a bed of mixed greens with mandarin oranges, snow peas, sliced cucumbers, diced tomatoes, red onion and chow mein noodles, topped with toasted almonds and a ginger soy vinaigrette. **\$10.95**

***Spinach Salad with Toasted Pecans & Chevre** fresh baby spinach with mandarin oranges, toasted chopped pecans & topped with chevre and a honey vinaigrette. **\$10.95**

*Menu Item Contains Nuts

**Prices fluctuate based on market

PIZZA

16" 8-cut round

Cheese **\$11.55**

White Pizza (no sauce) with Broccoli..... **\$12.55**

Each Additional Vegetable Topping **\$ 1.25**

Each Additional Meat Topping..... **\$ 1.50**

Vegetable Toppings

Fresh Mushrooms

Fresh Peppers

Fresh Tomatoes

Fresh Onion or Garlic

Fresh Broccoli

Meat Toppings

Sausage

Pepperoni

Ready to Grill BBQ

(minimum of 25 people)

All BBQ's include sliced watermelon, freshly baked cookies and assorted sodas and water, rolls/buns, disposable paper products, utensils and condiments.

BBQ I

This traditional BBQ includes hamburgers, hot dogs, vegetarian burgers, sizzling baked beans, pasta and potato salad, along with pickle spears, sliced American cheese, leaf lettuce, sliced tomatoes and red onion. **\$13.95 per person**

BBQ II

This BBQ is a classic combination of St. Louis ribs, marinated chicken breast and vegetarian burgers. Also included is a fresh garden salad with assorted dressings, potato salad and corn bread with butter. **\$14.95 per person**

BBQ III

This BBQ includes everything needed for a spectacular gathering, including marinated chicken breast, hot dogs, marinated Portobello mushrooms, baked potatoes with fixings, a fresh garden salad with assorted dressings. **\$14.95 per person**

~ ALL INCLUSIVE POULTRY ENTREES ~

All entrees include: mixed garden salad, choice of *vegetable, *starch, and *dessert, rolls & butter, soda and ice water

*Choose from list in vegetable, starch, and dessert sections of brochure

Dijonaise Chicken sautéed boneless breast, finished with a light Dijon cream sauce with parmesan cheese. **\$14.50**

Pan Roasted Supreme Breast of Chicken, jus lie airline chicken breast slowly roasted in its natural juices along with shitaki mushrooms and essences of lemon and fresh herbs. **\$16.95**

Chicken Breast Parmigiana lightly breaded chicken breast with freshly prepared marinara sauce and melted mozzarella cheese. **\$15.50**

Roast Turkey Breast with Brie and Apples layered cutlet of roasted turkey breast with sliced apples, melted brie, finished with a cranberry orange relish and garnished with toasted almonds. **\$15.50**

South of the Border Chicken marinated chicken breast served with a green chili coulis and topped with a refreshing mango salsa. **\$15.50**

Lemon Parmesan Chicken lightly breaded chicken breast served with a lite lemon cream sauce with fresh aromatic herbs. **\$14.75**

Santa Fe Turkey Stew healthy combination of turkey breast slowly simmered with kidney beans and southwest seasoned vegetables, served with white rice (doesn't include additional starch and vegetable). **\$10.95**

Teriyaki Chicken Stir Fry sautéed chicken breast with edamame, sweet red peppers and cilantro, served over brown rice and prepared in a succulent teriyaki sauce (doesn't include additional starch). **\$12.50**

Chicken, Feta Cheese and Penne julienne strips of chicken breast sautéed with zucchini ribbons, sun-dried tomatoes, garlic, white wine and fresh herbs, tossed with feta cheese and penne pasta (doesn't include additional starch and vegetable). **\$13.50**

Grilled Chicken with Ratatouille marinated chicken breast served with whole wheat pasta and roasted vegetable ratatouille (doesn't include additional starch and vegetable). **\$15.95**

~ ALL INCLUSIVE PORK ENTREES ~

All entrees include: mixed garden salad, choice of *vegetable,*starch, and *dessert, rolls & butter, soda and ice water

*Choose from list in vegetable, starch, and dessert sections of brochure

Herb Crusted Pork Tenderloin slow roasted with fresh herbs, garlic and Dijon mustard, finished with a port wine demi-glace. **\$17.50**

Roast Pork Loin with Spinach & Feta Cheese delicately stuffed with a delicious and vibrant combination of spinach, feta cheese and fresh herbs. **\$13.95**

Pork Tenderloin with Fresh Sage roasted to perfection, finished with an aromatic sage and marsala sauce. **\$16.50**

Glazed Ham with Maple and Dijon Glaze liberally basted with a maple and Dijon glaze, accented by an orange cranberry marmalade. **\$14.95**

***Pork & Vegetable Stir Fry** pork with snow peas, sliced mushrooms and bell peppers in a zesty ginger garlic sauce, served with cashew rice (doesn't include additional starch). **\$13.95**

*Menu Item Contains Nuts

~ ALL INCLUSIVE BEEF ENTREES ~

All entrees include: mixed garden salad, choice of *vegetable,*starch,
and *dessert, rolls & butter, soda and ice water

*Choose from list in vegetable, starch, and dessert sections of brochure

Tenderloin of Beef beef tenderloin roasted to perfection and accented with a silky cabernet demi-glace. ****Market Price**

New York Strip Steak 8oz. center-cut aged beef dusted with a perfect combination of seasonings and grilled to perfection. ****Market Price**

Prime Rib of Beef with Au Jus 10oz. portion of slow-roasted, melt-in-your-mouth prime rib, with savory Au Jus. ****Market Price**

BBQ Brisket of Beef braised with flavorful vegetables until fork tender, basted with a hickory barbecue sauce. **\$12.95**

Rib Eye Steak Arrabbiata 8oz. rib eye steak with a sizzling garlic and dried chili pepper crust. ****Market Price**

Flank Steak with Chimichuri Sauce & Onion Straws tender char-broiled flank steak accented by a cilantro and olive oil pesto and topped with crispy onion straws. **\$16.95**

~ ALL INCLUSIVE PASTA ENTREES ~

All pasta entrees include: a mixed garden salad, a garlic breadstick,*dessert, soda and ice water

* Choose from list in dessert section of brochure

Chicken Riggies tender breast of chicken strips sautéed with garlic, tomatoes, bell peppers and rigatoni pasta, finished with a spicy parmesan cream sauce. **\$13.50**

Baked Meat Lasagna delicate lasagna noodles layered with ricotta and mozzarella cheeses, liberally laced with a rich meaty tomato sauce. **\$10.75**

Italian Sausage & Rigatoni Bake *Saratoga's Parillo Sausage Company's* handmade sweet & hot Italian sausage simmered in fresh marinara sauce, tossed with rigatoni and topped with mozzarella & parmesan cheeses, served with a Caesar salad and Italian bread with garlic butter. **\$11.95**

Shrimp Scampi Ravioli Provencale delicate shrimp filled ravioli with sautéed tomatoes, spinach, shallots, and white wine with a buttery garlic sauce. **\$16.50**

Pasta Bianca delicately seasoned asparagus tips, fresh tomatoes, and baby peas prepared in an olive oil and garlic sauce with ziti pasta. **\$10.50** (vegetarian)

Baked Vegetarian Lasagna delicate lasagna noodles layered with seasonal vegetables blended together with a creamy alfredo sauce, baked to perfection. **\$10.75** (vegetarian)

**Prices fluctuate based on market

Whole Wheat Penne with Wild Mushroom Ragout an earthy blend of forest and Portobello mushrooms, sun-dried tomatoes and fresh tarragon, served with whole wheat penne in a roasted garlic cream sauce. **\$15.95** (vegetarian)

Tortellini & Pesto Cream tri-colored tortellini filled with ricotta and Romano cheeses, served in a pesto cream sauce with a fresh basil chiffonade garnish. **\$14.50** (vegetarian)

Skidmore's Macaroni & Cheese traditionally prepared with sharp cheddar cheese and a creamy béchamel sauce. **\$7.25** (vegetarian)

~ ALL INCLUSIVE SEAFOOD/FISH ENTREES ~

All entrees include: mixed garden salad, choice of *vegetable,*starch,
and *dessert, rolls & butter, soda and ice water

*Choose from list in vegetable, starch, and dessert sections of brochure

Stuffed Filet of Sole with Crabmeat & Sea Scallops delicate sole stuffed with a seasoned crabmeat, sea scallops and fresh herbs, finely chopped bell peppers and onion finished with a lemon beurre blanc. ****Market Price**

Salmon with Caramelized Onion & Strawberry Relish freshly baked Atlantic salmon served with a delightful citrus and herb butter, topped with a fresh strawberry and caramelized onion relish. ****Market Price**

Shrimp Scampi a perfect combination of jumbo shrimp sautéed in a rich butter, garlic, and white wine sauce, garnished with freshly minced parsley. ****Market Price**

Sea Scallops with Avocado & Corn Relish pan-seared sea scallops drizzled with a citrus lime vinaigrette and topped with an avocado and corn relish. ****Market Price**

Baked Haddock with Panko & Herb Crust freshly baked haddock topped with a buttery panko crust with fresh dill and parsley. ****Market Price**

Fusion Cod with Sesame Soy Citrus Glaze pan-seared cod finished with a silky citrus and sesame glaze, garnished with fresh chives. ****Market Price**

Blackened Salmon fresh Atlantic salmon dusted with Cajun spices and blackened in a cast-iron skillet, served with sautéed spinach with fresh garlic (doesn't include additional vegetable). ****Market Price**

Pecan and Honey Dijon Salmon** honey Dijon marinated Atlantic salmon baked with a crunchy pecan topping. *Market Price**

*Menu Item Contains Nuts

**Prices fluctuate based on market

~ ALL INCLUSIVE VEGETARIAN ENTREES ~

All vegetarian entrees include: mixed garden salad, *dessert, rolls & butter, soda and ice water

* Choose from list in dessert section of brochure

Grilled Vegetable Napoleon a layered display of Portobello mushrooms, eggplant, spinach, zucchini and goat cheese, served over herbed polenta, accented with a roasted red pepper coulis. **\$16.25**

Joey's Portobello Mushroom "Steak" with Cowboy Onions a marinated Portobello mushroom cap is topped with crispy onion straws and served with garlic mashed potatoes and choice of vegetable. **\$12.25**

Eggplant Roulades rolled slices of grilled eggplant filled with a delicate ricotta, parmesan cheese and spinach filling, finished with a fire roasted tomato and red bell pepper coulis, along with basil-pesto coated fettuccini, served with your choice of vegetable. **\$14.95**

Roasted Eggplant, Vegetable Ratatouille & Tofu roasted eggplant stuffed with a delightful combination of vegetable ratatouille & tofu with fresh herbs, served with your choice of starch. **\$12.50**

SALADS

Options available for "all inclusive entrees"
(selections other than Mixed Garden Salad have an additional charge)

Mixed Garden Salad

mixed greens with cucumbers, grape tomatoes, shredded carrots, red onion and croutons

Petite Caesar Salad

crisp romaine lettuce with parmesan cheese and croutons **+\$1.50 per person**

Skidmore House Salad

mixed greens with tomatoes, cucumbers, shredded carrots, hard-boiled eggs, croutons and shredded parmesan cheese **+\$1.00 per person**

Spinach Salad

fresh spinach, red onion, sliced mushrooms, mandarin oranges, hard-boiled eggs and croutons **+\$2.75 per person**

***Spring Mix Salad**

seasonal fruit, feta cheese, walnuts and red onion **+\$2.75 per person**

Salad Dressings:

Ranch

Bleu Cheese

Caesar

Thousand Island

French

Lite Italian

Lite Olive Oil Vinaigrette

Balsamic Vinaigrette

Fat-Free Raspberry Vinaigrette

*Menu Item Contains Nuts

POTATOES / STARCH

Options available for "all inclusive entrees"
(some selections have an additional charge)

Garlic Mashed Potatoes
Baked Potato with Butter & Sour Cream
Candied Sweet Potatoes +.75/portion
Duchesse Potato
Herbed Oven Browned Potatoes
Roasted Red Potatoes with Rosemary
Twice Baked Potatoes +.75/portion
Whipped Potatoes
Red Bliss Smashed Potatoes
Cajun Roasted Potato Wedges
Orzo
Wild Rice Blend
Rice Pilaf
Pave Potatoes +.75/portion

VEGETABLES

Options available for "all inclusive entrees"
(some selections have an additional charge)

Asparagus (in season) +.75/serving
Sautéed Julienne of Fresh Vegetables
Glazed Baby Carrots
Haricot Vert (in season) +.75/serving
Roasted Vegetables with Herbs & Garlic
Zucchini & Yellow Squash Stir Fry
Buttered Corn
Snow Peas w/ Sautéed Mushrooms
+.75/portion
Steamed Broccoli
Green Beans Almondine +.75/serving
Peas & Pearl Onions

DESSERTS

Options available for "all inclusive entrees"
(some selections have an additional charge)

Pies ...Ala Mode +.99/serving

Pumpkin Pie
Apple Pie

Cheesecake

Plain Cheesecake
Kahlua Cheesecake
Crème Brulee Cheesecake **+\$2.00/serving**

Mousse

Lemon Mousse
Chocolate Mousse
Strawberry Mousse

Other

Passion Berry Duo **+\$3.00/serving**
Tiramisu **+\$3.00/serving**
Fresh Fruit Cup

Cakes

Chocolate Thunder Cake **+\$1.50/serving**
Orange Cream Cake **+\$1.50/serving**
Strawberry Cream Cake **+\$1.50/serving**
Italian Cream Cake **+\$1.50/serving**
Opera Cake **+\$3.00/serving**
Marble Cake with Buttercream Frosting
Vanilla Cake with Buttercream Frosting
Chocolate Cake with Buttercream Frosting
Carrot Cake
Forest Gump Chocolate Decadence Cake **+\$2.00/serving**

DELECTABLE DESSERTS

Mini Cannoli Platter
\$39.95/24 pieces

Mini Cheesecake Platter
\$37.50/24 pieces

Mini Chocolate Cups filled
with Chocolate Mousse
\$21.50/24pieces

Mini Cream Puffs
\$40.25/24 pieces

Chocolate Almond Biscotti
\$12.00/dozen

Chocolate Chip Brownie
\$6.25/dozen

Iced Chocolate Chip Brownie
\$7.25/doz

Mini Dessert Platter:

\$56.25/10 pieces each of Mini Cheesecake, Petit Fours, Mini Cream Puffs, Mini Cannoli, Mini Chocolate Cups filled with Chocolate Mousse

SKIDMORE

C O L L E G E

DINING SERVICES Policies/Catering Reservation Form

- Menu prices are based on a two-hour serving time
- There will be a 10% service charge for functions with a start time of 7:00 a.m. or earlier, and for functions with a start time of 8:00 p.m. or later
- We require a specific guaranteed guest count no later than three business days (not including weekends) before the event
- Events not billed to a departmental account/SCIP account will be charged 7% tax to the cost of the catering event. If a group is tax exempt, a tax exempt form must be submitted to Dining Services Office prior to the event
- If exhibition cooking or a carver is provided to work at a function, there is an additional charge of \$30/hour (per employee) of serving time based in staff availability
- There is linen rental fee for events not requiring food/beverage service from Dining Services Catering Department
 - Skirting for eight foot table (includes clips): \$14.95/day*
 - Tablecloth for eight foot table (70"x120"):* \$6.50/day
 - Tablecloth for square table (85"x85"):* \$5.25/day
 - Tablecloth (71"x71"):* \$4.50/day
 - Tablecloth (61"x61"):* \$4.00/day
 - Linen Napkin:* \$.50 (each)/day
- Pitchers of water
 - Pitchers of water are offered at no charge when accompanied by the purchase of food/beverage from Dining Services Catering Department
 - There is a charge for pitchers of water without the purchase of food/beverage
 - There is a minimum charge of \$30.00 for delivery/pick up
 - There is a minimum charge of \$5.00 (regardless of the number of pitchers) for customers to pick up/return pitchers

Two weeks prior to placing your catering order, this form must be filled out completely

Reservation Form

Department/Club Hosting Event: _____

Contact Name: _____

Phone Number: _____

Address: _____

Day and date of the Event: Day _____ Date _____

Type of function: (I.E. reception, dinner, beverage break, etc.) _____

Specific Location for Event: _____

Beginning/Ending Times for Event: Beginning Time: _____ Ending Time: _____

Specific Time Food Is To Be Served: _____

Guaranteed Customer Count: _____

What Is Your Budget ? _____

Menu _____

How Many Special Dietary Needs? We Need an Exact Count for any of the following:

_____ Vegetarian

_____ Vegan

_____ Lactose-Free

_____ Nut Allergy

_____ Gluten-Free

Will You Be Ordering Flower Arrangements From Dining Services? Yes No

Will You Be Bringing Your Own Props? Yes No

Is Beer and/or Wine Service requested? _____ If So Please Indicate How Much of Each: Beer _____ Wine _____

Will You Be Renting Char-Grills: Yes No If Yes, How Many _____

Department SCIP Card Number _____ or Alternate Payment Method _____

Are You Planning To Have A Program Associated With Your Event? Yes No

. If So, When Will The Program Occur In Relation To Meal Service? _____

. If Yes, May We Continue To Clear Plates, Silverware, Etc.? Yes No

Does the Event have Entertainment that will Impact Meal Service? Yes No

Do you wish to have a Reception or Cocktail Party before your Event? Yes No

Will you have any activities in the room after the meal that will impact or delay service or cleanup? Yes No if Yes, for how long? _____

Do you have any special seating arrangements? Yes No If Yes, please specify:

