**BEVERAGES**

Alcohol service is available through a Prince-approved vendor for any event. For more information, please contact Venues at Calvin.

- **Standard Coffee Service**  
  One service. Includes regular, decaf & hot water with an assortment of bagged teas.  
  $2.50

- **All Day Standard Coffee Service**  
  (Only Available at PCC) Initial service plus up to two refreshes within a 5-hour period. Includes regular, decaf & hot water with an assortment of bagged teas.  
  $4

- **Bottled Water**  
  As part of Calvin's sustainability initiative, we offer Calvin-branded bottles of water.  
  $1.75/24

- **Infused Water**  
  Chef's choice of flavor.  
  $1.50

- **Variety of Canned Pepsi Products**  
  $1.50/ea

- **Variety of Canned Bubly Sparkling Water**  
  $1.50

- **Bottled Juice**  
  Orange, Cranberry or Apple  
  $2.00/4 pack

- **Served Juice**  
  Orange, Cranberry or Apple  
  $1.50

- **Reception Mocktails**  
  Minimum of 20 guests  
  Your choice of:  
  - Cranberry-Pomegranate Fizz  
  - Cucumber-Honeydew Cooler  
  - Strawberry Crush  
  - Lemon-Basil Spritzer  
  $2.50/4 pack

**APPETIZERS, BOARDS, & BREAKS**

### APPETIZERS

- **Duck Wonton with Aji Verde**  
  Served with aji verde sauce, pickled onions & fresh cilantro.  
  $5.00

- **Smoked Whitefish Dip**  
  Served with toast points & crackers, pickled onions, capers, olives & greens.  
  $6.00

- **Shrimp Salad Boats**  
  Avocado, fennel & citrus shrimp salad on crispy Belgian endive.  
  $5.00

- **Baked Goat Cheese Center Only**  
  Baked goat cheese dip with toppers:  
  - Lemon-basil caper & roasted cherry tomatoes  
  - Harissa-Grilled eggplant  
  - Warm Michigan beer cheese.  
  $5.00

- **Garlic Parmesan Pretzel Bites**  
  Warm garlic parmesan pretzel bites served with warm Michigan beer cheese.  
  $3.00

- **BOARDS**  

  - **Rips & Dips Board**  
    An assortment of boards served with premium herb-flavored olive oil, three Chef-selected spreads & one house butter with an assortment of vegetables & condiments.  
    $7.00

  - **Artisan Cheese Board**  
    An assortment of hard & soft cheeses. Served with an assortment of crackers & garnished with grapes, fresh cucumbers, dried fruit & nuts.  
    $5.50

  - **Charcuterie Board**  
    An assortment of Chef-selected cured meats served with grilled toast, arugula, olives, mustard & smoked almonds.  
    $6.50

  - **Plated or Buffet**  
    Buffet service for groups of 20 or more. Plated meal service only at Prince Conference Center. Plated & buffet breakfast come with muffins & fresh-cut fruit. Ask about our Plant-Based options.

- **The Traditional**  
  Cheesy scrambled cage-free eggs & hashbrowns with your choice of two sausage patties or three slices of pecan-smoked bacon.  

- **The Southern Stratta**  
  Cage-free egg custard over biscuits, diced bacon, scallions & cheese with sausage gravy. Served with two sausage patties or three slices of pecan-smoked bacon.  

- **The Nor’Easter Hash**  
  Scrambled cage-free eggs with a hash of diced Yukon & sweet potatoes, beets, Brussels sprouts, red onions, goat cheese & corned beef.  

- **Hawaii Baked Oats**  
  Oats, hemp & pumpkin seeds combined with Yemeni coffee spice & served with Greek yogurt, honey & toasted nuts.  

### BREAKS

- **Dessert Bars**  
  Chef's choice of assortment.  
  $1.25

- **Bakery Delights**  
  Chef's choice of assorted muffins or pastries.  
  $1.75

- **Fresh Fruit**  
  An assortment of fresh-cut fruit.  
  $3.00

- **Whole Fruit**  
  Seasonal offerings.  
  $1.00

- **Protein Bars**  
  An assortment of kind or Rx bars.  
  $2.00/bar

- **Granola Bars**  
  An assortment of granola bars.  
  $1/bar

- **Hand Snacks**  
  Your choice of individually-packaged snacks.  
  $3.00

  - Chex Mix, pretzels, kettle chips or Stacy’s Pita Chips.  
    $1.50/package

  - Traditional Trail Mix with M&M’s  
    $1.75/package

  - Healthy Trail Mix  
    $3/package

- **Assorted Cookies**  
  Chef's choice of sugar, chocolate chip, M&M’s, double chocolate or oatmeal-raisin cookies.  
  $1.25 each

- **Kakookies**  
  $1.50 each

- **Calvin Logo Cookies**  
  Individually-wrapped buttercream-frosted sugar cookie with an edible sugar wafer Calvin logo.  
  $2.75 each

- **À LA CARTE BREAKFAST ITEMS**

  - **Fruit Tray**  
    $3.00

  - **Local cage-free hard-boiled eggs**  
    $1.25 each

  - **Bagels with cream cheese**  
    $1.75 each

  - **Cinnamon Swirl French toast**  
    $3.00

  - **Breakfast sausage links or patties (1 per person)**  
    $2.00

  - **Pecan-smoked bacon (3 per person)**  
    $3.00

  - **Breakfast Potatoes**  
    $1.50

### Menu

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- **Hawaii Baked Oats**  
  Oats, hemp & pumpkin seeds combined with Yemeni coffee spice & served with Greek yogurt, honey & toasted nuts.

- **Coffee Only**  
  Available for groups of 20 or more.

- **Yogurt Parfait Bar**  
  Greek yogurt with fresh fruit, granola, toasted nuts, local maple syrup & honey.  

### Plated or Buffet

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COLD SANDWICHES
Maximum of two choices (not including dietary restrictions).

- Boxed sandwiches come with Kettle chips & bottled water. Add a side salad 5 add'l. Add Chef's choice of soup (6 oz) 4 add'l.

BUFFET, BOXED OR PLATED
Buffet service for groups of 20 or more. Plated service only available at Prince Conference Center. Boxed sandwiches 3.25 additional.

The Leland Sandwich
Grilled chicken breast, cucumber, greens, tomato, goat cheese & avocado-chimichurri mayo on pretzel bread.

The Rustic Sandwich
Cub-smoked ham, crispy prosciutto, pickles, tomato & greens with garlic-herb brioche on focaccia.

The Chickpea Salad Sandwich
Vegan chickpea salad & greens with roasted red pepper hummus on a Michigan Bread Co. Brioché roll.

BUFFETS
CLASSIC BUFFETS
For groups of 20 or more.

- Smorgasbord
Ham & turkey, assorted cheeses, breads & spreads, lettuce, tomato, onions & pickles. Served with Kettle chips, green salad with two dressings (Chef’s choice) & fruit salad.
- Baked Potato & Mini Salad Bar
Baked potatoes with the following toppings: butter, sour cream, chopped green onion, blanched broccoli & hot cheddar cheese sauce. Also included a mini salad bar with croutons, red onions, tomatoes, cucumbers, ranch dressing & balsamic dressings. Add beef or vegetarian chili (6 oz) for an add’l 4.
- Ciao!
Grilled sliced Italian chicken breast, pasta with Alfredo & marinara sauce. Served with roasted vegetables, garlic bread & Caesar salad with Caesar dressing & Chef’s choice of vinaigrette.
- Pizza Buffet
Your choice of three-14” pizza flavors. Cheese, Pepperoni, All-Meat, Veggie or Supreme. Your choice of two tossed sauce flavors of boneless wings. Vindaloon, Korean BBQ, Jamaican Jerk, Garlic Parmesan, Traditional BBQ or Nashville Hot. Also includes Caesar salad with Caesar & Italian dressings, Pasta salad & Breadsticks with Ranch & Marinara dipping sauces.

Just the Pie?
One 12” Pizza of your choice
Cheese, Pepperoni, or Veggie
- All-Meat or Supreme

WORLD BUFFETS
For groups of 20 or more.

CARIBBEAN
Your choice of Caribbean Jerk Chicken, Haitian-style pork shank gisot or Trinidad-style goat curry served with Roti & Caribbean style rice with peas, Mango & Curtorder chutneys. Includes fruit salad, green salad, Iced Sorrel Tea & Hummingbird cake for dessert. Add Pumpkin soup (6 oz) for an add’l 4.

LATIN
Your choice of Ropa Vieja Beef, Pescado a la Veracruzana, Guasacaca Chicken or Tikin Xik. Grouped with arnalli rice & black beans with fresh queso, lime wedges, cilantro & herbs. Includes fruit salad, green salad, bottled Jarritos & loop churros with chocolate sauce for dessert. Add Posole Roja (6 oz) for an add’l 4.

MEZZE
Your choice of Chicken skewers, Kofta, Charcoal tuna salad or Merguez lamb sausage & your choice of two of the following: classic hummus, beer hummus, Baba Ghanoush or Muhammara (red pepper-walnut spread). Served with Falafel, flat bread, four veggies, garlic tahini & cucumber mint raita sauces, lemon & cilantro. Includes green salad, iced mint tea & Tahini cookies for dessert. Add Leblebi (chickpea & harissa) soup (6 oz) for an add’l 4.

ENTRÉES
Can be made into a buffet for groups of 20 or more. Plated service only available at Prince Conference Center.

- A house salad, Chef’s choice of starch & vegetable, house baked mills & bread with Chef’s choice of two whisked butters (one plain & one flavored) or premium olive oil with herb pesto.

TAJI CHICKEN
Buttermilk brined, West African spiced grilled chicken suya-style with marinated tomatoes & red onion (may be spicy to some).

Cavatappi Arrabbiata
Plant-based ragu of smoked tempeh, Beyond Meat sausage & lentils with spinach & fresh basil over cavatappi pasta.

Riverence Farms Steelhead Trout
Salt & sugar brined trout, seared & roasted with yeasted Cauliflower Puree & lemon caper dressing.

Ossobuco
Braised pork shank osso bucco in white wine tomato sauce.

DeSERTS
Dessert Bars
Chef’s choice of assortment. 2-2.25

Handmade Bananas Foster Bread Pudding
Caramalized bananas & pecans with rum caramel sauce.

Housemade Crumble
Chef’s choice of seasonal fruit. 5

Housemade Butter Torte
Chef’s seasonal choice.

Housemade Chocolate Decadence
Chef’s choice. 2-2.25
2023-24 CALVIN CATERING POLICIES

Disclaimers:
Prices &/or products are subject to change due to market availability &/or pricing fluctuations. We appreciate your patience & understanding. Please know that we will do our very best to provide the requested items, but we cannot make guarantees.

Sustainability Statement:
Calvin Dining Services is committed to upholding our sustainability mission in practicing recycling efforts & offering environmentally friendly products.

Legal Holidays:
Events scheduled for legal holidays require advance coordination & approval with the Catering Director.

Leaves of Absence:

Leftover Food:
Due to health department regulations, food & beverage items not consumed at an event cannot be released & taken out of the service area or removed from the facility. This policy applies to all food, including entrées, buffet items, boxed meals, plated meals &/or other food prepared/ordered for guaranteed guests unable to attend.

All leftovers are the property of Calvin Dining Services, including both perishable & nonperishable food &/or beverages as well as all disposables.

Buffets:
A minimum of 20 people is required for buffet service. All events under 20 people will be plated or boxed meals that are offered on the menu. If a buffet is still requested for under 20 people, there will be an additional fee.

Cancellations &/or Changes:
All catering orders must have final details confirmed – menus, linens, guest count & any dietary restrictions no later than 10-business days prior to the scheduled event to ensure its success.

Catering ordered less than 3 business days in advance, not including the day of the event may not get the menu & may result in additional charges &/or may not be accommodated.

Events that are cancelled after order confirmation or made so business days prior to the day of the event, will be subject to the following charges:

Cancellations/changes made fewer than 10 business days, not including the day of the event may result in additional charges &/or may not be accommodated.

Cancellations within 24 hours of the event may result in a charge of the full cost of the event.

If additional guests are at the event, we will do our best to accommodate with the product that is available & additional fees may apply.

Delays:
Calvin Dining Services cannot be held responsible for food quality due to delays of 30 minutes or more within the scheduled start time of an event.

West Campus:
Catering on Calvin University West Campus is disposable/compostable ware only. Linen is included for the food &/or beverage tables only. Any additional requested linen will have an additional charge. Plated Meals can be an option for the following locations with no additional fee:

- The President’s Office
- Commons Annex
- Hospitality Suite

There will be a non-refundable tax per-person fee added for all other locations. This fee is to cover labor and breakage.

West Campus plated meal requests must have prior approval – no less than 10-business days prior to the event to avoid additional fees.

Billing:
All current Calvin University Faculty, Staff &/or Student Group(s) must provide a WorkDay Tag prior to the execution of catering service.

A Certificate of Liability Insurance must be on-file with Venues at Calvin prior to the event for all external groups, contact Venues at Calvin for further details Venues@Calvin.edu.

Audio Visual & Equipment Needs:
Contact Venues at Calvin Venues@Calvin.edu to assist with any AV & equipment.

FOR PRINCE CONFERENCE CENTER ONLY:
Standard linens are included for food &/or beverage tables for full &/or sit-down meal events.

Any additional requested linen will be charged to the customer.

Pricing, Tax-Exempt Groups & Liability:
A service charge of 18% applies to all food & beverage as well as Michigan state sales tax of 6% to all charges.

Menu prices are subject to change due to market conditions. Menu prices will be guaranteed 5 days before your scheduled event.

Any group wishing to claim tax-exempt status must provide a hard copy of their tax-exempt form upon confirming space.

Room Decor:
Decorations brought in should tastefully reflect Calvin University. Glitter confetti & balloons are strictly prohibited inside the facility. If candles are desired, the flame must be enclosed in glass. Items may not be affixed to walls or ceiling.

Allergens Information:
Calvin Dining Services makes every effort to identify the top 9 ingredients that may cause allergic reactions for those with food allergies. Every effort is made to instruct our staff on the severity of food allergies.

In addition, we label items that are served with possible allergens containing ingredients; however, there is always a risk of contamination. There is also a possibility that the manufacturers of the commercial foods we use could change the formulations at any time without notice.

Guests concerned with food allergies need to be aware of the risk.

The food allergens we label are:
- Egg
- Milk
- Peanuts
- Tree Nuts
- Fish
- Shellfish
- Sesame
- Soy
- Wheat

Guests with Dietary Restrictions:
It is the responsibility of the client or individual ordering catering service to provide Calvin Dining Services with any guest(s) that may have food allergies or dietary restrictions.

These need to be confirmed 10-business days prior, not including the day of the event to ensure food will be available for said guest(s). Catering orders that have not indicated guest(s) with allergies &/or dietary restrictions cannot be guaranteed accommodating meals or food for their said guest(s). Every effort will be made to accommodate such occasions, but some menu &/or food items cannot be procured immediately or within the said event timeline.

Calvin Dining Services Exclusivity/Food Waiver Request:

- Please note: No consideration shall be given to any Food Waiver Requests received less than 10-business days prior, not including the day of the actual food &/or beverage service activity/event.

Calvin Dining Services is dedicated in providing an exceptional & safe culinary experience for Calvin University students, faculty, staff & visitors. The purpose of this policy is to clearly define the pre-approval process for any/all departments, organizations or individuals to contract an on-campus food &/or beverage service activity/event outside of Calvin Dining Services.

Calvin Dining Services is the contracted food service provider. All food & beverage for campus events using Calvin University funds must be purchased & provided by Calvin Dining Services.

This ensures safety & compliance with state & local health regulations as well as campus policies & the best use of Calvin University funding & expenses.

Under special circumstances, food waivers are permitted for certain on-campus events at the discretion of Calvin Dining Services.

Calvin Dining Services has the first right of refusal of all Dining Services. No food or beverage may be provided by campus organizations or off-campus vendors unless a Food Waiver Request is completed & approved.

Food Waiver Requests must be submitted 10-business days prior to the event to the Director of Hospitality.

Each event requires a current signed & approved Food Waiver Request regardless of whether the vendor food items have previously been approved for another event.

Calvin University has agreed to purchase & serve PepsiCo products exclusively.

These policies apply to all on-campus food & beverage service activities &/or events, including:
- In all buildings & outdoor locations owned &/or operated by Calvin University
- Held by University students, employee/staff &/or visitors.
2023-24 Food Waiver Request Form

Enforcement:

Individuals &/or organizations that violate this policy are subject to an immediate cancellation of the event. Severe &/or repeated violations may also result in the revocation of the privilege to reserve space on campus for events that involve food &/or beverage activity.

Today's Date: ____________ Event Date: _____________ Event Name: __________________________________
(The date must be no later than 15 business days prior to the event)

Event RES#: ____________________ Event Location: _________________________________________________
(A confirmed space Reservation# issued from Calvin Venues must be obtained prior to the submission of The Food Waiver Request Form)

Name of Individual(s)/Organization(s)/Department(s): ________________________________________________

Contact Person: ___________________________ Phone Number: ___________________________ Email Address: ________________________________________

Reason for Request: ___________________________________________________________________________

Product(s) to be served (attach menu on separate sheet if needed): ________________________________________________________________________________

Food(s)/Item(s) are (check one):        Donated____     Purchased ____   Name of Company/Vendor: _____________________________________________________
Phone Number: ________________________ Address: _________________________________ Email Address: _____________________________________________

*** A Copy of the Vendor's Food License must be attached ***

Will food preparation be required (check one)?        Yes____ No ____

If “Yes”, who will be preparing the food/items? _______________________________ Who will be serving the food? ________________________________________

Describe how the food will be stored &/or kept at a safe temperature (hot or cold): __________________________________________________________________
___________________________________________________________________________________________________________________________________________

___ I have read and fully understand the Food Waiver. I will be solely responsible for the food/beverage service for the stated event. I will be solely responsible for set-up, clean-up of the room, composting/recycling and removal of all waste.

Client Signature: ___________________________________ Date: _____________________

If the Food Waiver Request is approved, the client is responsible for all service wares, linen & clean-up in accordance with the Sustainability policies of Calvin University. Calvin Dining Services will not be held liable for any happenings at or related to the event. Each approved & signed Food Waiver will be kept on file in the Dining Services' Office. A Food Waiver Request is required for EACH event regardless of vendors or items/food(s) that have previously been approved for another event.

The Signed & Approved Food Waiver Request must be on display for each approved event.

Once a Food Waiver Request is approved the Individual(s)/Organization(s)/Department(s) must abide by the following guidelines:

-Reserving Individual(s)/Organization(s)/Department(s) are responsible for seeing that all the policies of Calvin Dining Services are met.
-Reserving Individual(s)/Organization(s)/Department(s) assume liability for the event.
-Individually pre-wrapped food items from an approved facility (a commercial/retail establishment or restaurant) are okay for meetings & distribution as long as they remain pre-wrapped.
-All vendors must be approved (each time for each event) & their food license must be displayed.
-Purchase all food(s) from compliant provider(s) & specify the source of all food(s) to be served.
-Pick-up &/or carry-in food products from a public restaurant must be transported to campus in an enclosed vehicle, food must be kept at acceptable temperatures in accordance with safe-handling guidelines & must be consumed within two or fewer hours of being prepared &/or delivered.
-Food produced at home for general, public distribution/sale is absolutely prohibited.

Regarding the purchase of beverage(s) the following must be followed:

All Organizations & Departments must comply with PepsiCo.
Calvin University has agreed to purchase & serve PepsiCo products exclusively.

2023-24 Food Waiver Request Form

--- To be Completed by Calvin Dining Services Only ---

Date Submitted/Received: ____________         Event Date: ____________           RES#: ___________________
Event Name: _____________________________________Event Location: ____________________________

Date of Approval: ____________ Approved by: __________________________________________

Reason for Denial:       _____Request submitted late        _____First right of refusal per contract        _____Other

********** The Signed & Approved Food Waiver Must be Displayed at the Event **********