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# CATERING GUIDE

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Bucknell  
UNIVERSITY  
Dining Services

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## ALLERGEN KEY



*Please be aware that our food is prepared in a facility that processes nuts and gluten.*



## DEAR COLLEAGUE

### Thank you for choosing Bucknell University Catering to cater your upcoming event.

Bucknell University Catering prides itself on our Gold Standards which ensure the freshest and most nutritious meals. These are just some of the many Gold Standards we set for ourselves:

- USDA Choice meats and above
- Hand-breaded fish, poultry, and beef
- Food prepared from scratch using real ingredients such as real mashed potatoes and real cheese
- No MSG or other food preservatives
- Real cream and house-made whipped cream
- Cage-free eggs
- House-made dressings

Our friendly staff and experienced culinary team take pride in building personal relationships and creating authentic culinary experiences.

This guide has been prepared to help you plan for your special event at Bucknell University. These menu selections represent a starting point. Our Director of Catering and Executive Chef will be happy to prepare a custom menu for your event. Our desire is to serve you a truly memorable meal made of fresh, high-quality foods, prepared from scratch with authentic ingredients.

To place an order with Bucknell University Catering, complete a blank event form and e-mail the completed spreadsheet or PDF to **catering@bucknell.edu**. A blank copy of the form, along with instructions on completing it, can be found online at **bucknell.edu/catering**.

If you would like more information, please call us at 570. 577.3704 to schedule an appointment.

Thank you.



# BREAKFAST

- CONTINENTAL
- BUFFETS
- A LA CARTE
- FROM THE BAKERY






## CONTINENTAL

Continental breakfasts include orange juice, coffee, hot tea, and ice water. Decaf available upon request. Pricing is per person.

**Traditional Continental**  **\$6.75**  
Fresh fruit salad; assortment of breakfast pastries


**Continental Plus**  **\$7.25**  
Fresh fruit salad; assortment of breakfast pastries; assortment of bagels with butter, cream cheese and jelly


**Healthy Start Continental**  **\$7.25**  
Low-fat yogurt; fresh fruit salad; hard-boiled eggs; celery with peanut butter


**Bagged Breakfast**  **\$5.75**  
Orange or cranberry juice blend; whole fruit; assortment of bagels with butter, cream cheese and jelly. *No additional beverages included.*


## HOT BUFFETS


Hot breakfast buffets include orange juice, coffee, hot tea, ice water. Decaf available upon request. Pricing is per person.

**Sunrise**  **\$8.25**  
**Select one:** scrambled eggs, French toast, pancakes  
**Select one:** bacon, sausage, ham

**Deluxe**  **\$9.25**  
Fresh fruit salad. **Select one:** herb and cheese scrambled eggs, French toast, pancakes. **Select one:** bacon, sausage, ham

**Energetic Start**  **\$10.25**  
Scrambled eggs with vegetables; oatmeal with brown sugar, dried fruit and nuts; low-fat yogurt; honey bran muffins











































**Frittata**  **\$9.75**  
**Choose three:** bacon, sausage, ham, roasted pepper, spinach, caramelized onion, tomato, broccoli, asiago cheese, cheddar cheese, pepper jack cheese. Extras, add \$.70 per ingredient per person. *Minimum 10 people.*

**The Breakfast Sandwich**  **\$8.25**  
Egg and American cheese on a plain bagel or English muffin.  
**Select one:** bacon, sausage, ham. Fresh fruit salad.




















































# BREAKFAST

## A LA CARTE Pricing is per person.

<b>Whole Fruit</b>  	\$1.50	<b>Home Fries</b>  	\$1.50
<b>Scrambled Eggs</b>  	\$1.50	<b>Hard-boiled Eggs</b>  	\$0.50
Two eggs		One per person	
<b>Bacon</b>  	\$2.00	<b>Celery with</b>   	\$1.50
Three slices		<b>Peanut Butter</b> One per person	
<b>Sausage</b>  	\$1.50	<b>Fresh Fruit Salad</b>  	\$2.50
Two links		<b>Fresh Berry and</b>  	\$3.00
<b>Ham</b>  	\$1.50	<b>Low-fat Yogurt Parfait</b>	
One slice		Fresh berries and granola	
<b>Chicken Sausage Patty</b> 	\$1.85	<b>Low-fat Yogurt Cup</b>   	\$2.00
One slice		<b>Oatmeal</b> 	\$3.50
<b>Beyond Sausage Patty</b>   	\$2.15	With brown sugar, dried fruits, milk and nuts	
One slice		<b>Breakfast Burrito</b>  	\$5.75
<b>Pancakes</b>    	\$2.00	With egg, cheese, peppers and onions.	
Two cakes with syrup		<b>Select one:</b> bacon, sausage or ham	
<b>Texas-style French Toast</b>	\$2.00	<b>Tofu Scramble</b>   	\$4.75
    One slice with syrup			

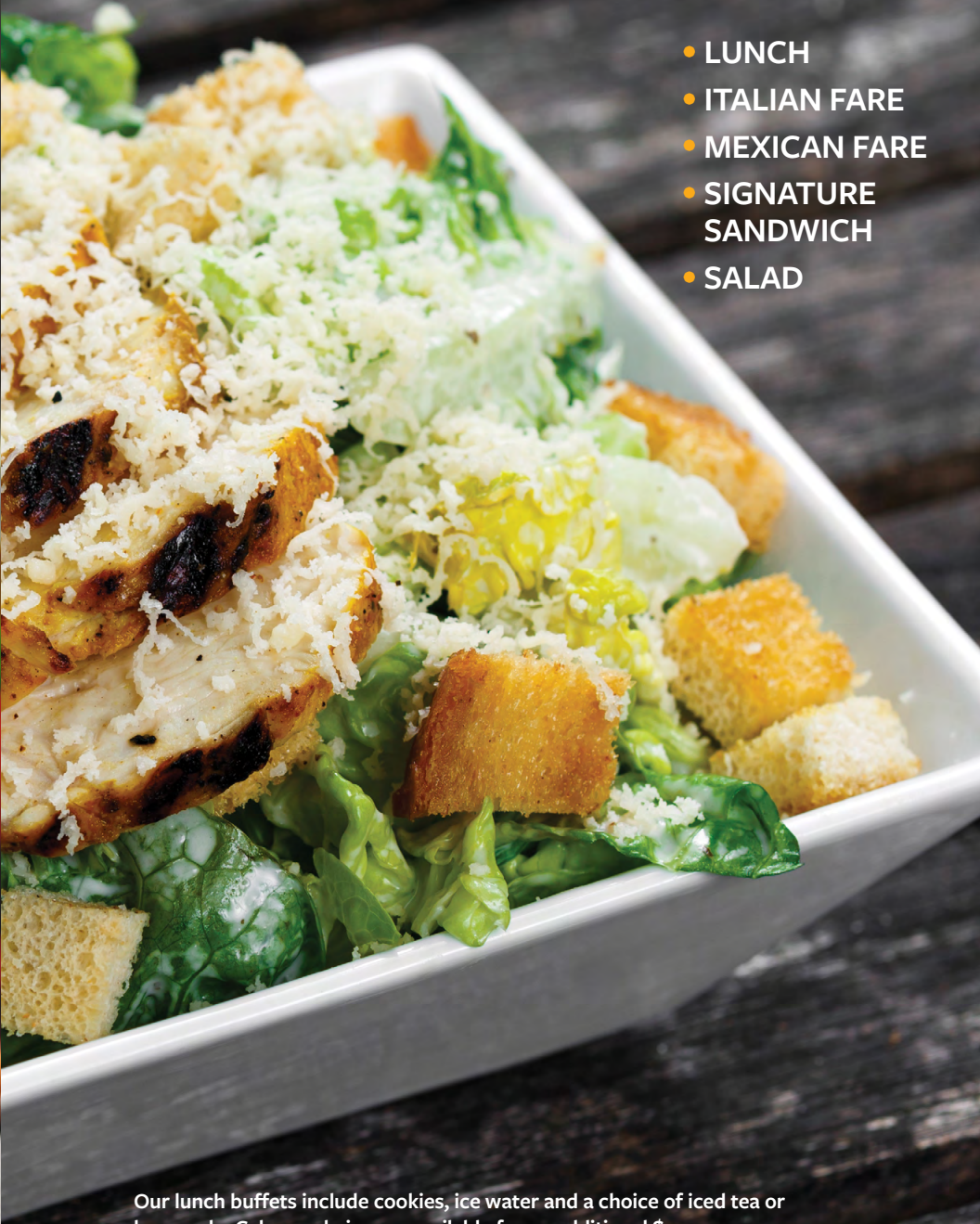
## FROM THE BREAKFAST BAKERY Pricing is per person.

<b>Assorted Bagels</b> 	\$2.00	<b>Danish</b>      	\$2.00
with butter, cream cheese and jelly		<b>Donuts</b>      	\$1.50
<b>English Muffins</b>  	\$1.00	<b>Donut Holes</b>      	\$0.50
White or whole wheat with butter and jelly		<b>Sticky Buns</b>      	\$2.00
<b>Toast</b>  	\$1.00	<b>Streusel Coffee Cake</b>	\$1.50
White or whole wheat with butter and jelly		    	
<b>Assorted Muffins</b>	\$1.00	<b>Assorted Scones</b>	\$2.00
   		   	
<b>Assorted Mini-Muffins</b>	\$0.50	<b>Breakfast Breads</b>	\$1.00
   		    Two slices	
<b>Assorted Mini-Pastries</b>	\$2.00	<b>Bison Energy Barz</b>	\$3.00
   		   	
<b>Assorted Breakfast Pastries</b>	\$2.00		
   			



# BUFFETS

- LUNCH
- ITALIAN FARE
- MEXICAN FARE
- SIGNATURE SANDWICH
- SALAD



Our lunch buffets include cookies, ice water and a choice of iced tea or lemonade. Cakes and pies are available for an additional \$2.00 per person. Pricing is per person.



# BUFFETS

## TRADITIONAL LUNCH BUFFET

Our lunch buffets include cookies, ice water and a choice of iced tea or lemonade. Cakes and pies are available for an additional \$2.00 per person. Pricing is per person.

### The Classic Deli Buffet

**\$9.75**

**Select three:** turkey, ham, roast beef or hummus

**Select two:** American, Swiss or provolone cheese.

Includes lettuce, tomato, an assortment of fresh breads, chips, pickles, mayo and mustard

### Assorted Wraps Buffet

**\$10.75**

A selection of turkey, ham, roast beef or vegetable wraps with lettuce, cheese and tomato. Served with chips, pickles, mayo and mustard.

### Soup, Salad and Sandwich Buffet

**\$11.25**

Soup of the day, a garden salad and a choice of three grab-and-go whole sandwiches

**Select three:** turkey, ham, roast beef or vegetables on a Kaiser roll

Or tuna salad, egg salad or chicken salad on deli bread

**Select one cheese per type of sandwich:** American, Swiss or provolone

Served with lettuce and tomato. Signature sandwiches (pg. 10) are available for an additional charge of \$3.00 per sandwich.

*Breads made without gluten are available upon request for an additional charge.*

## MEXICAN FARE BUFFET

Our lunch buffets include cookies, ice water and a choice of iced tea or lemonade. Cakes and pies are available for an additional \$2.00 per person. Pricing is per person.

### Taco Buffet

Our taco buffet includes Spanish rice, black beans, jalapenos, tomatoes, lettuce, shredded cheddar, salsa, sour cream, guacamole, soft tortillas and tortilla chips. Add queso for \$1.00 per person. Extra guacamole: \$0.70 per person. Substitute seitan chorizo at no extra charge. Upgrade to a taco salad buffet for an additional \$0.80 per person.

**Seasoned Ground Beef**

**\$11.25**

**Grilled Chicken**

**\$11.25**

### Build Your Own Burrito Bowl

Build your own burrito bowl with cilantro lime rice, black beans, cheese, Pico de Gallo, roasted corn, guacamole, crispy tortilla strips and chipotle sauce.

**Grilled Chicken or Seitan Chorizo**

**\$14.50**

**Grilled Flank Steak**

**\$16.50**

### Build Your Own Grain Bowl

Includes quinoa and brown rice, grilled chicken, seasonal vegetables, assorted toppings and two house-made vinaigrettes

**\$15.50**



## ITALIAN FARE BUFFET

Our lunch buffets include cookies, ice water and a choice of iced tea or lemonade. Cakes and pies are available for an additional \$2.00 per person. Pricing is per person.

### Pasta Buffet \$10.75

Chef's choice of two pastas (always vegan) and your choice of two sauces (always gluten friendly): marinara, meat, alfredo, blush or pesto; garden salad with two dressings and garlic breadsticks.

<b>Add House-made Meatballs</b>	<b>5/person</b>	<b>\$2.75</b>	<b>7/person</b>	<b>\$3.75</b>
<b>Add Grilled Chicken</b>				<b>\$3.50</b>
<b>Add side of Roasted Vegetables</b>				<b>\$2.00</b>
<b>Substitute Gluten-friendly Penne</b>				<b>\$2.50</b>
<b>Substitute Whole Wheat Penne</b>				<b>\$1.50</b>

### Lasagna Buffet

Only available in multiples of 12 servings. Includes garden salad with two dressings and garlic breadsticks.

<b>Lasagna with Meat Sauce</b>	<b>\$15.50</b>
<b>Vegetable Lasagna</b>	<b>\$13.00</b>

## SALAD BUFFET

Our lunch buffets include rolls and butter, cookies, ice water and a choice of iced tea or lemonade. Cakes and pies are available for an additional \$2.00 per person. Pricing is per person. Substitute tofu for any protein at no extra charge.

### Southwest Chicken Caesar Salad 4 oz \$10.75 6 oz \$11.25

Southwest seasoned grilled chicken, fresh romaine, diced tomato, black beans, corn, croutons, asiago cheese, and chipotle Caesar and ranch dressings

### Asian Chicken Salad 4 oz \$10.75 6 oz \$11.25

Sesame-chicken breast, grilled and on the side, Asian greens, cucumbers, julienne carrots, crispy noodles, and ginger soy dressing

### Grilled Chicken Caesar Salad 4 oz \$10.25 6 oz \$10.75

Crisp romaine lettuce, grilled chicken on the side, croutons, parmesan cheese, and creamy Caesar dressing

### Cobb Salad 4 oz \$13.00 6 oz \$13.50

Mixed greens, grilled chicken, bacon, bleu cheese, hard-boiled eggs, tomato, and house-made buttermilk avocado ranch dressing

### Spinach Salad \$8.25

Spinach, strawberries, mandarin oranges, red onion, toasted almonds and raspberry vinaigrette.

*continued*



# BUFFETS

## SALAD BUFFET *continued*

### Build-Your-Own-Salad

4 oz \$10.75      6 oz \$11.75

**Select one green:** mixed baby greens, romaine, spinach, iceberg, kale

**Select one protein:** chicken, tofu, shrimp (add \$5.00)

**Select four toppings:** carrot, cucumber, red onion, mushroom, tomato, roasted red pepper, green pepper, black beans, corn, jalapenos, peas, mandarin oranges, dried cranberries, hard-boiled egg

**Select two extras:** croutons, bacon bits, parmesan cheese, cheddar cheese, asiago cheese, mozzarella cheese, crumbled bleu cheese, crispy noodles

*Add additional toppings for \$1.00 each per person.*

## SIGNATURE SANDWICH

Our signature sandwich buffets include chips, pickles, cookies, ice water and a choice of iced tea or lemonade. Cakes and pies are available for an additional \$2.00 per person. Pricing is per person. Limit three sandwich options per buffet.

### Smoked Turkey \$9.25

Sliced local apples, cranberry mayo, and brie cheese on ciabatta

### Mediterranean Meats \$9.75

Salami, capicola ham, provolone, lettuce, tomato, red onion, and Italian dressing on ciabatta

### Pesto Chicken \$11.25

Grilled chicken with sun-dried tomato pesto, fresh mozzarella and spinach on ciabatta

### Hummus & Vegetable Wrap \$9.25

Spinach, roasted red pepper, cucumbers, carrots, red onions and hummus

### Grilled Chicken Caesar Wrap \$10.25

Grilled chicken, romaine lettuce, asiago cheese, and Caesar dressing

### Balsamic Grilled

### Portobello Mushroom \$9.25

Roasted red peppers, grilled red onions, and fresh mozzarella on focaccia

### Chicken Salad \$10.25

Celery, red onion, and mayo on Italian style bread or a wrap

### Salmon BLT \$13.00

Grilled salmon fillet, smoked bacon, greens, tomato, and lemon herb aioli on a pretzel roll

### Herb Roasted Beef \$10.75

Balsamic caramelized onions, arugula, horseradish cream on ciabatta

### Caprese \$9.25

Balsamic marinated tomatoes, fresh mozzarella, fresh greens, pesto mayo on focaccia

### Chickpea "Tuna" Salad Wrap \$10.25

Mixed greens, sliced tomato, thin sliced red onion

*Breads made without gluten are available upon request for an additional charge.*



# SIMPLE MEALS

- BAGGED LUNCH
- HAND-TOSSED PIZZA
- PACK-A-PICNIC
- PACKAGE ADD-ONS





# SIMPLE MEALS

## BAGGED LUNCH

Bagged lunches include fresh fruit salad, a cookie, chips, and mayo and mustard on the side. All lunches come with the same sides and beverages. Pricing is per person.

### Sandwich Options

\$9.25

**Select up to three:** turkey, ham, roast beef, or grilled vegetable on a Kaiser roll, or tuna salad, egg salad, or chicken salad on deli bread

**Select one kind per type of sandwich:** American, Swiss, or provolone cheese

**Select one:** soda, lemonade or bottled Dasani® water (additional \$0.55)

### Salad Options

\$11.25

**Select up to two:** green salad with chicken, green salad with tofu, or grilled chicken Caesar salad

**Select one:** soda, lemonade or bottled Dasani® water (additional \$0.55)

*Breads made without gluten are available upon request for an additional charge.*

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## TRADITIONAL HAND-TOSSED PIZZA

16" pizza pie, eight slices per pie. Two slices per person. Prices are per pizza.

10" pizza crust made without gluten for \$1.50 upcharge.

### Cheese Pizza

\$13.00

Mozzarella cheese and pizza sauce

### Meat Pizza

\$15.50

Your choice of pepperoni, Italian sausage or ham

### Vegetable Pizza


\$15.50

Mozzarella cheese, mushrooms, onions, peppers, and pizza sauce



### Specialty Pizza

\$19.00

*Choose from:*

**Buffalo Chicken**   with mozzarella, cheddar, ranch and a drizzle of hot sauce

**Marguerite**    with fresh tomato, basil, fresh mozzarella, and pizza sauce

**BBQ Chicken**   with grilled red onions, cheddar and mozzarella cheeses, BBQ sauce, and scallions

**Hawaiian** with pineapple, ham and pizza sauce

### Vegan Pizza

\$18.50

Vegan cheese, marinara sauce, and choice of two vegetables



## Stromboli

\$17.50

Serves 3 to 4 people. Served with warm marinara on the side.

### Choose from:

Mozzarella, pepperoni, and ham

Mozzarella and roasted vegetables 

## Extra Toppings

\$1.75/topping

Choose from cheese, pepperoni, Italian sausage, ham, green peppers, onions, mushrooms, fresh tomato, artichoke hearts, Kalamata olives, roasted red peppers, feta, or baby spinach

# PACK-A-PICNIC

Pack-A-Picnic includes cookies, ice water, and a choice of lemonade or iced tea. Cakes and pies are available for an additional \$2.00 per person. Pricing is per person.

## The All American

\$12.00

Grilled hamburgers and buns (one per person)

Grilled hot dogs and buns (one per person)

Lettuce, tomato, cheese, onion, relish, ketchup, and mustard

**Select two:** baked beans with bacon, vegetarian baked beans, cole slaw, potato salad, or macaroni salad

## The Western

\$14.50

Pulled pork and buns (4 ounce per person)

Barbecued chicken breast and buns (one per person)

Baked beans with bacon (or vegetarian baked beans)

Macaroni salad and cole slaw

## Down South

\$15.50

Buttermilk fried chicken (mix of breasts, thighs, drumsticks and wings)

Macaroni and cheese

Cole slaw

Tomato, cucumber, and red onion salad

Corn bread



# SIMPLE MEALS

## PACKAGE OR PICNIC ADD-ONS

Pricing is per person. For a la carte pricing, please see page 16.

Hamburger/Bun 🌱	\$2.00
Veggie Burger/Bun 🌱 🌱 🌱 🌱	\$3.75
Hot Dog/Bun 🌱	\$1.50
Pulled Pork/Bun 🌱 🍷	\$2.50
Balsamic Grilled Portabella Mushroom/Bun 🌱 🌱	\$4.00
Barbecued Chicken/Bun 🌱	\$4.25
Grilled Chicken Breast/Bun 🌱	\$4.25
Watermelon (Seasonal) 🌱 🌱	Market Price
Lettuce, Tomato & Onion Platter 🌱 🌱	\$0.50
Lettuce, Tomato, Onion & Cheese Platter 🌱 🌱 🌱 🌱	\$1.00
Pickles 🌱 🌱 🌱	\$0.50
Mixed Green Salad 🌱 🌱, Caesar Salad 🌱 🌱 🌱	\$1.50
Baked Beans with Bacon 🌱 🍷	\$1.50
Vegetarian Baked Beans 🌱 🌱	\$1.50
Coleslaw 🌱 🌱 🌱 🌱	\$1.50
Pasta, Macaroni 🌱 🌱 🌱 🌱 or Potato Salad 🌱 🌱 🌱 🌱	\$1.50
Quinoa Salad w/Cucumber, Carrot & Red Pepper 🌱 🌱	\$3.75
Macaroni & Cheese (only available in multiples of 12) 🌱 🌱 🌱 🌱	\$3.75
Homemade Potato Chips 🌱 (Made in a fryer that also uses gluten & tree nuts)	\$2.00
Homemade Sweet Potato Chips 🌱 (Made in a fryer that also uses gluten & tree nuts)	\$2.00



# A LA CARTE

- ENTRÉES
- SIDES





# A LA CARTE

## ENTRÉES

Pricing is per person.

Hamburger/Bun		\$4.75
Veggie Burger/Bun	VE GF	\$6.75
Hot Dog/Bun		\$3.25
Pulled Pork/Bun	GF P	\$5.25
Balsamic Grilled Portabella Mushroom/Bun	V GF	\$5.25
Barbecued Chicken/Bun		\$5.25
Grilled Chicken Breast/Bun		\$5.25
Lasagna	GF (must be ordered in quantities of 12 or 24)	\$5.25

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## SIDES

Pricing is per person.

Mixed Green Salad	VE GF	Caesar Salad	VE GF		\$3.75
Fresh Fruit Salad	VE GF				\$2.50
Coleslaw	V GF				\$3.75
Pasta, Macaroni	V GF			or Potato Salad	V GF
					\$3.75
Steamed or Roasted Broccoli	VE GF				\$3.75
Honey Glazed Carrots		V GF			\$3.75
Green Beans & Peppers	VE GF				\$3.75
Roasted Redskin Potatoes	VE GF				\$3.75
Roasted Garlic Smashed Potatoes	VE GF				\$3.75
Macaroni & Cheese	V GF			(only available in multiples of 12)	\$5.75
Quinoa Salad w/Cucumber, Carrot, & Red Pepper	VE GF				\$5.25



# BEVERAGES

- HOT
- COLD
- ON-THE-GO
- HYDRATION STATIONS
- MOCKTAILS





# BEVERAGES

## HOT BEVERAGES

Includes condiments and supplies. Pricing is per person, unless otherwise indicated.

<b>Fresh Brewed Coffee</b>	<b>\$1.50</b>
<b>Fresh Brewed Decaf Coffee</b>	<b>\$1.50</b>
<b>Fresh Brewed</b>	<b>\$2.00</b>
<b>Starbucks® Coffee</b>	
<b>Hot Tea</b>	<b>\$1.50</b>
<b>Hot Chocolate</b>	<b>\$1.50</b>

**Hot Beverages by the gallon \$19.50  
(includes cups and supplies)**

Fresh brewed coffee, decaf coffee, hot chocolate, or hot water with assorted tea bags – 12 servings

## COLD BEVERAGES

Pricing is per person.  
Order in quantities of 4 (1 carafe).

<b>Orange Juice</b>	<b>\$2.00</b>
<b>Cranberry Juice</b>	<b>\$2.00</b>
<b>Apple Juice</b>	<b>\$2.00</b>
<b>Fresh Brewed Iced Tea</b>	<b>\$1.50</b>
<b>Lemonade</b>	<b>\$2.00</b>
<b>Cranberry Punch</b>	<b>\$2.00</b>

## ON-THE-GO

Pricing is per person.

<b>Minute Maid Bottled Juice</b>	<b>\$2.75</b>
Orange, Cranberry Blend or Apple	
<b>Dasani Bottled Water</b>	<b>\$1.50</b>
<b>Canned Minute Maid®</b>	
<b>Lemonade</b>	<b>\$1.50</b>
<b>Canned Soda</b>	<b>\$1.50</b>
Coke® Products	

## HYDRATION STATIONS

Three gallons, 40 servings.  
Pricing per station. Cups included.

<b>Fresh Brewed Iced Tea</b>	<b>\$21.25</b>
<b>Lemonade</b>	<b>\$21.25</b>
<b>Citrus Juice Punch</b>	<b>\$21.25</b>
<b>Ice Water</b> (refills included)	<b>\$9.25</b>
<b>Citrus Water</b> (refills included)	<b>\$9.75</b>

## MOCKTAILS

**\$32 per gallon**

### Nojitos

Mint, lime, pineapple

### Blueberry Nojito

Mint, blueberries, lime

### Pineapple Cobbler

Strawberry, lime, pineapple

### Bella Bellini

Peach, lemon

### Frost Bite Mocktail

Lime, pineapple, white grape, mint, blueberries



# HORS D'OEUVRES

- HOT HORS D'OEUVRES
- HOT VEGETARIAN HORS D'OEUVRES
- COLD HORS D'OEUVRES





# HORS D'OEUVRES

## HOT HORS D'OEUVRES

25 servings or pieces per order. Allow five to six pieces per person/per hour for stationary food displays. Allow three to four pieces per person/per hour for butlered hors d'oeuvres.

**Buffalo Chicken Cheese Dip**  Served with tortilla chips **\$40.25**

**Boneless Chicken Wings**  **Market Price**

Choice of mild, hot, bbq or garlic parmesan. Served with ranch and celery

**Chicken Wings**  **Market Price**

Choice of mild, hot, bbq or garlic parmesan. Served with ranch and celery

**Hand-made Cocktail Meatballs**     **\$15.00**

Blended with herbs and spices, baked with your choice of teriyaki, sweet and sour, bbq, Italian, or sesame ginger sauce

**Franks in a Blanket**   Served with yellow mustard **\$39.25**

**Mini Lump Crab Bites**       Served with classic remoulade **\$52.50**

**Chicken or Pork Pot-Stickers**   **\$35.00**

Served with duck and teriyaki sauces

**Chicken Skewers**  **\$39.25**

Choice of sesame ginger, thai peanut, sweet red chili, creole bbq, or garlic & herb

**Beef Skewers**  **\$46.25**

Choice of sesame ginger, thai peanut, sweet red chili, creole bbq, or garlic & herb

## HOT VEGETARIAN HORS D'OEUVRES

25 servings or pieces per order. Allow five to six pieces per person/per hour for stationary food displays. Allow three to four pieces per person/per hour for butlered hors d'oeuvres.

**General Tso's Tofu Bites**   **\$27.75**




**Bison Dip**       Served with pita bread **\$35.00**

**Mini Falafel**  Chickpea roasted garlic fritters served with tzatziki sauce **\$23.75**

**Mac-and-Cheese Bites**       **\$36.00**

Pepperjack, cheddar, and fontina cheeses, breaded and fried

**Spinach & Boursin Stuffed Mushrooms**   **\$41.75**

**Vegetable Pot-Stickers**     Served with duck and teriyaki sauces **\$32.50**


**Crispy Vegetable Spring Rolls**     **\$24.50**

Served with sweet Thai chili dipping sauce



## COLD HORS D'OEUVRES

25 servings or pieces per order. Allow five to six pieces per person/per hour for stationary food displays. Allow three to four pieces per person/per hour for butlered hors d'oeuvres.

**Fresh Sliced Fruit Platter**   **\$49.00**

**Fresh Fruit Kabobs**   **\$24.75**

**Build-Your-Own Cheese Board**  **\$95.75**

**Pick five:** Provolone, smoked gouda, pepperjack, cheddar, Swiss, garlic & herb boursin, brie, fontina, gruyere, bleu cheese

**Additional cheese for \$10 per cheese.**

**Fresh Crudite Platter**   **\$43.25**

Served with ranch dip

**Tomato, Basil, & Fresh Mozzarella Kabobs**   **\$52.50**

**Fresh Vegetable Summer Rolls**   **\$36.50**

Served with sweet Thai chili dipping sauce

**Assorted Tea Sandwiches**    **\$20.50**

Tuna salad, chicken salad, ham salad

Vegetarian available upon request

**Tortilla Chips & Salsa**    **\$20.50**

**Add guacamole for \$25 per order.**

**Add queso for \$20 per order.**

**Classic Hummus Dip**   **\$32.00**

Served with pita chips


**Add carrots and celery for \$20 per order.**

**A Trio of Hummus Dips**  **\$39.75**

Classic, roasted red pepper, and Kalamata olive

Served with toasted pita chips

**Add carrots and celery for \$20 per order.**

**Shrimp Cocktail**   **Market Price**

Served with homemade cocktail sauce and lemon



# THE MAIN COURSE

- BEEF
- PORK
- SEAFOOD
- CHICKEN
- VEGETARIAN & VEGAN
- PASTA












Our main course lite entrées include rolls and butter, your choice of three side dishes, cookies, coffee, hot tea, ice water and iced tea. Cakes and pies or special request desserts are available for an additional \$2.00 per person. Lite buffets are served until 4 p.m. Pricing is per person.



Our main course hearty entrées include rolls and butter, your choice of three side dishes, cakes and pies, coffee, hot tea, ice water and iced tea. Upscale desserts are available for an additional \$4.00 per person. Special request desserts are available for an additional \$2.00 per person. Pricing is per person.

MP = Market Price














## BEEF ENTRÉES

<b>Grilled Filet Mignon</b> 	<b>Lite MP</b>	<b>Hearty MP</b>
Cabernet Sauvignon demi-glaze		
<b>NY Strip Steak Au Poivre</b>  	<b>Lite MP</b>	<b>Hearty MP</b>
Pan-seared block-cut with green peppercorn brandy cream		
<b>Churrasco Steak</b> 	<b>Lite MP</b>	<b>Hearty MP</b>
Grilled South American marinated steak charbroiled, roasted garlic and herb chimichurri		
<b>Thai-Marinated London Broil</b>  	<b>Lite MP</b>	<b>Hearty MP</b>
Ginger and soy marinated char-grilled flank steak		
<b>Grilled Montreal Flank Steak</b> 	<b>Lite MP</b>	<b>Hearty MP</b>
Marinated with a blend of spices and red wine vinegar, topped with house-made steak sauce		
<b>Pot Roast &amp; Root Vegetables</b>	<b>Lite MP</b>	<b>Hearty MP</b>
Red-wine braised beef with root vegetables. Select two additional sides.		

## PORK ENTRÉES

<b>Roasted Pork Loin</b>  	<b>Lite \$14.50</b>	<b>Hearty \$18.50</b>
Apple cider and whole grain-mustard glaze		
















## SEAFOOD ENTRÉES

<b>Grilled Salmon</b>    	<b>Lite MP</b>	<b>Hearty MP</b>
Fresh garlic, lemon, and butter		
<b>Lump Crab Cakes</b>    	<b>LiteMP</b>	<b>Hearty MP</b>
Classic remoulade		
<b>Grilled Miso Salmon</b>   	<b>Lite MP</b>	<b>Hearty MP</b>
Miso barbecue sauce		
<b>Shrimp Scampi</b>  	<b>Lite MP</b>	<b>Hearty MP</b>
White wine, garlic and butter served with rice or pasta		
















# THE MAIN COURSE




## CHICKEN ENTRÉES

<b>Stuffed Chicken</b>  	<b>Lite \$14.00</b>	<b>Hearty \$18.50</b>
Roasted mushrooms, fontina cheese, fresh herb stuffing, and rosemary jus		
<b>Pan Roasted Chicken Breast</b>  	<b>Lite \$14.00</b>	<b>Hearty \$18.50</b>
With a smoked tomato fontina bisque		
<b>Buttermilk Fried Chicken Breast</b>	<b>Lite \$13.00</b>	<b>Hearty \$18.00</b>
Buttermilk style hand-breaded and crispy fried chicken breast		
<b>Double Jerked Grilled Chicken</b> 	<b>Lite \$13.00</b>	<b>Hearty \$18.00</b>
Traditional jerk style, topped with jerk barbecue sauce		
<b>Parmesan Crusted Chicken</b>   	<b>Lite \$13.00</b>	<b>Hearty \$18.00</b>
<b>Honey Balsamic Grilled Chicken</b> 	<b>Lite \$13.00</b>	<b>Hearty \$18.00</b>
Marinated in balsamic vinaigrette		
<b>Pesto Grilled Chicken</b>   	<b>Lite \$13.00</b>	<b>Hearty \$18.00</b>
Tossed in basil pesto		
<b>Grilled Chicken Parmesan</b>  	<b>Lite \$13.00</b>	<b>Hearty \$18.00</b>
Italian herb marinated chicken, marinara, and mozzarella and parmesan cheeses		
<b>Chargrilled Fresh Herb &amp; Olive Oil Chicken</b> 	<b>Lite \$13.00</b>	<b>Hearty \$18.00</b>
Topped with tomato basil bruschetta		

## VEGETARIAN & VEGAN ENTRÉES

<b>Stuffed Portabella Mushroom</b>   	<b>Lite \$15.50</b>	<b>Hearty \$17.00</b>
Spinach, roasted red peppers, and asiago and parmesan cheeses. Vegan preparation available.		
<b>Parmesan Polenta with Vegetable Ragout</b>   	<b>Lite \$13.00</b>	<b>Hearty \$17.00</b>
Soft polenta with parmesan and ratatouille style ragout		
<b>Vegetable &amp; Edamame Stir Fry</b>   	<b>Lite \$14.00</b>	<b>Hearty \$17.00</b>
Edamame beans, red onion, peppers, carrots, zucchini, and squash, tossed with sesame ginger sauce. Served with brown rice. Select two additional sides.		
<b>Vegetable Quiche</b>    	<b>Lite \$9.25</b>	<b>Hearty \$13.00</b>
A savory mixture of eggs, cheese, and roasted vegetables baked in pie crust		



<b>Crispy Fried Tofu</b> 	<b>Lite \$13.50</b>	<b>Hearty \$17.00</b>
Spicy peanut sauce with napa and green onion slaw		
<b>Cauliflower &amp; Chick Pea Curry</b> 	<b>Lite \$15.00</b>	<b>Hearty \$18.00</b>
Chickpeas and cauliflower in an Indian curry with coconut milk and vegetables. Served with jasmine rice. Select two additional sides.		
<b>Tofu &amp; Vegetable Fried Rice</b> 	<b>Lite \$13.50</b>	<b>Hearty \$16.50</b>
Brown rice, tofu, sweet peas and carrots stir-fried in a sweet and spicy sesame peanut sauce.		

## PASTA ENTRÉES

<b>Roasted Garlic Fettuccini Alfredo</b> 	<b>Lite \$15.50</b>	<b>Hearty \$16.50</b>
Fresh broccoli and roasted garlic in a creamy alfredo sauce with fettuccini and parmesan cheeses		
<b>Chef's Choice Ravioli</b> 	<b>Lite MP</b>	<b>Hearty MP</b>
<b>Harvest Penne Pasta</b> 	<b>Lite \$13.00</b>	<b>Hearty \$15.50</b>
Penne, roasted butternut squash, spinach, and mushrooms tossed with fresh sliced garlic, extra virgin olive oil, crushed red pepper flakes, and parmesan. Vegan preparation available.		
<b>Mediterranean Penne</b> 	<b>Lite \$11.25</b>	<b>Hearty \$15.50</b>
Rustic sun-dried tomato, basil, and artichoke heart pesto		

### Add on to ANY pasta dish:

<b>Chicken</b>	<b>Lite \$3.75</b>	<b>Hearty \$5.75</b>
<b>Shrimp</b>	<b>Lite MP</b>	<b>Hearty MP</b>
<b>Steak</b>	<b>Lite MP</b>	<b>Hearty MP</b>
<b>Salmon</b>	<b>Lite MP</b>	<b>Hearty MP</b>



# THE MAIN COURSE & SIDES

## SIDES

### SOUP & SALAD

#### Mixed Green Salad

Mixed greens, grape tomatoes, carrots and cucumber

#### Caesar Salad

Romaine, asiago cheese, croutons and Caesar dressing

#### Soup Du Jour

Vegetarian option available daily. Additional \$1.25 for soups containing protein.

#### Greek Salad

Spinach, romaine, tomatoes, cucumbers, red onion, kalamata olives, feta, red wine vinaigrette. Additional \$1.25 per person.

#### Spinach Salad

Strawberries, mandarin oranges, toasted almonds, red onion, raspberry vinaigrette

### VEGETABLES

#### Green Beans and Red Peppers

#### Steamed or Roasted Broccoli

#### Roasted Cauliflower

#### Honey-glazed Carrots

#### California Blend

Roasted broccoli, cauliflower and carrots

#### Italian Blend

Roasted zucchini, yellow squash, and red bell peppers

### STARCHES

#### Long Grain & Wild Rice

#### White or Brown Rice

#### Basmati Rice Pilaf

#### Coconut Jasmine Rice

#### Penne Pasta

With garlic butter and herbs

#### Macaroni & Cheese

Additional charge of \$1.75 per person.

### POTATOES

#### Roasted Garlic

#### Smashed Potatoes

#### Sour Cream & Chive

#### Smashed Potatoes

#### Mashed Sweet Potatoes

#### Roasted Redskin Potatoes

#### Maple Glazed Sweet Potatoes



# SWEETS & TREATS

- PLATTERS
- CUPCAKES
- CHEESECAKES
- GOURMET DESSERTS
- CAKES
- SNACK PACKS
- A LA CARTE





# SWEETS & TREATS

## DESSERT PLATTERS

25 servings or pieces per order. Price per order.

**Assorted Truffles**  **\$30.00**

**Brownie Bites**  **\$21.00**

**Chocolate Covered Strawberries**  **Market Price**

**Mini Whoopie Pies**  **\$30.00**

Chocolate, pumpkin, red velvet

## CUPCAKES

Available in orders by the dozen. Pricing per order. *A 5-day lead time is required.*

**Full Size Cupcakes**  **\$14.50**

Choice of white or chocolate cake with vanilla or chocolate icing,  
or red velvet with cream cheese icing

**Mini Cupcakes**  **\$11.50**

Assorted flavors

**Red Wine Berry Cupcakes**  **\$25.25**

Vanilla cupcake filled with red wine berry compote and topped with  
a red wine berry icing

## CELEBRATION WHOLE CAKES

Includes a simple message with design choice of flowers or balloons.  
Contact catering for special decorating requests.

**7-inch Cake**  **\$23.25**

Two layers. Serves 8-10 people.

**10-inch Cake**  **\$31.00**

Two layers. Serves 16-20 people.

**Half Sheet Cake**  **\$32.00**

One layer. Serves 30-36 people.

**Full Sheet Cake**  **\$65.00**

One layer. Serves 60-72 people.



## CHEESECAKES

Available as whole pie. Pricing per pie.

**House-Made Cheesecake**  **\$38.75**

With choice of raspberry, cherry or blueberry topping

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## SNACK PACKS

Pricing per person

**Sweet & Salty**  **\$5.25**

Mixed nuts and potato chips (served with ranch dip),  
fresh baked cookies or brownies

**Build Your Own Trail Mix**  **\$5.25**

Cereal, nuts, mini M&Ms, raisins or raisins, gummies, chocolate chips.

**Ice Cream Social**  **\$6.25**

Vanilla ice cream, chocolate, caramel, maraschino cherries,  
fresh whipped cream, chopped peanuts and sprinkles.  
Minimum order of 25 people.

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## GOURMET DESSERTS

Minimum order of 12 per item is required. Pricing per person.

**A 5-day lead time is required.**

**Chocolate Trifle**  **\$6.00**

Flour-less chocolate cake, dark chocolate pastry cream, raspberries,  
fresh whipped cream, and shaved chocolate

**Tiramisu**  **\$6.00**

Lady fingers soaked in Kahlua® with mascarpone cheese, pastry cream,  
fresh whipped cream, and shaved chocolate

**Lemon Cloud Angel Roll**  **\$6.00**

Lemon chiffon filling and fresh berries

**Bailey's® Irish Cream Chocolate Cheesecake**  **\$6.00**

Garnished with chocolate Bailey's® mousse and chocolate Bailey's® sauce

**Chocolate Raspberry Mousse Torte**  **\$6.00**

Chocolate and raspberry mousse on a brownie torte crust

**Jumbo Cookie Cup**  **\$6.00**




Choice of coconut cream or vanilla cream



# SWEETS & TREATS

## VEGAN DESSERTS

Pricing is per person for a la carte. Available as a buffet or package add on for \$1.75 per person.

<b>Chia Seed Pudding</b> 	<b>\$4.50</b>
Coconut milk, chia seeds, maple syrup, vanilla and cinnamon	
<b>Vegan Cookies</b>  	<b>\$1.00</b>

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## A LA CARTE SNACKS

<b>Bison Energy Barz</b>	<b>\$3.00</b>
<b>Potato Chips</b>	<b>\$1.50</b>
<b>Whole Fruit</b>	<b>\$1.50</b>
<b>Mixed Nuts</b>	<b>\$2.50</b>
<b>Potato Chips (1 lb)</b>	<b>\$6.25</b>
<b>Snack Mix (2 lb)</b>	<b>\$13.00</b>
<b>Assorted Ice Cream Novelities</b>	<b>\$2.00</b>
<b>Cookies</b>	<b>\$0.75</b>
<b>Dessert Bars</b>	<b>\$1.25</b>
<b>Brownies</b>	<b>\$1.25</b>
<b>Rice Krispie® Treat</b>	<b>\$1.25</b>
<b>Popcorn (minimum order of 15 people)</b>	<b>\$1.50</b>



# VALUE PACKAGES

- SIMPLISTIC MORNING
- SIMPLISTIC LUNCHES





# VALUE PACKAGES

## SIMPLISTIC MORNING

Packages include ice water. Decaf coffee is available upon request.  
Pricing is per person. No substitutions.

**Best Value Continental** **\$5.25**  
Assorted muffins, whole fruit, coffee and hot tea

**The Oatmeal Buffet** **\$4.75**  
Oatmeal, dried fruits, brown sugar, nuts, pastries, coffee, hot tea  
and milk

**Egg & Cheese Breakfast Sandwiches** **\$5.25**  
English muffin, egg, cheddar cheese, coffee and hot tea

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## SIMPLISTIC LUNCH

Packages include one cookie per person and ice water. Pricing is per person.  
No substitutions.

**Soup-Of-The-Day & Garden Salad** **\$6.25**  
Includes crackers and choice of dressing

**Penne Pasta w/Marinara** **\$8.75**  
Includes rolls and butter, and mixed green salad with choice of one dressing

**Salad Sandwiches** **\$8.00**  
Choice of chicken, ham, or egg salad on white or wheat bread

**Loaded Nacho Bar** **\$5.25**  
Includes warm queso dip, salsa, sour cream, jalapenos, black beans, and  
tortilla chips. Add seasoned ground beef for additional \$1.75

**Sandwich & Salad Buffet** **\$8.75**  
Choice of ham, turkey, or roasted vegetable on white or wheat bread.  
Includes mixed green salad with choice of one dressing.

**Chicken Tender Buffet**  
Chicken tenders with macaroni & cheese 🍝🍔🥗 **\$15.00**  
Chicken tenders with french fries 🍟🥗 **\$10.00**



# CATERING GUIDELINES

- RESERVATIONS
- CONTRACT
- SERVICE STYLE
- ATTENDANTS
- CHINA/LINENS
- PRICING
- CARRY OUT SERVICE
- DELIVERY
- POLICIES
- ALLERGEN CONCERNS
- CHARGE SUMMARY
- CONTACTS



# CATERING GUIDELINES

## ROOM/EVENT RESERVATIONS

Room reservations need to be made before contacting Bucknell University Catering. Room reservations, audio-visual equipment, and table set-up needs are handled through the Events Management at 570.577.3167. If the event is not affiliated with Bucknell University, please call 570.577.3095. Please inform the Events Management Office of any room set-up needs such as tables, trash receptacles, etc., as Bucknell University Catering does not provide these items. Please inform the Events Management Office of any changes in counts, set-up, etc.

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## CATERING CONTRACT

In order to plan and schedule properly, THE CATERING OFFICE MUST BE NOTIFIED A MINIMUM OF FIVE BUSINESS DAYS (MONDAY THROUGH FRIDAY) BEFORE YOUR EVENT. If contact is less than five business days, every attempt will be made to satisfy your needs for the event, but menu selection or any special requests cannot be guaranteed. If an event is booked one business day (Monday through Friday) or less prior to your event, a \$10 or 5% of food cost charge, whichever is higher (maximum \$50), will be added to the price and menu selections may be limited. Please contact Catering to plan the food and service to fit your particular needs (special linens, flowers, room configurations) to allow adequate time for planning and preparation. The Catering Office, which is located on the second floor of the Elaine Langone Center, is open Monday – Friday, 8:30 a.m. to 5 p.m.

**NOTE: For University events, a budget number is required before an order can be processed.**

The catering guide and event form can be found online at [bucknell.edu/catering](http://bucknell.edu/catering). Complete and return the event form to Bucknell University Catering via e-mail at [catering@bucknell.edu](mailto:catering@bucknell.edu).

### Information that will be helpful in making your arrangements:

- Theme or purpose for event
- Special layout needs (reserved seating, head tables, linen needs)
- China or disposable table service
- Special dietary and allergen considerations
- Floral, centerpiece, and bar service needs
- Seasonal food availability
- Weather — is rain site required?



- Program details — awards ceremonies, speakers, etc.
- Alcohol — will beer or wine be served?
- Any VIP guests

**When making arrangements, please be prepared to provide the following information:**

- Name of your group/organization
- Date/time (start and end) of event
- Location
- Number of guests (Note: this must match the room request set up)
- Phone number and address
- Budget parameters
- Form of payment (i.e. university account number, direct billing, cash)
- Style of service (i.e. served, buffet, carry out, delivery set-up)
- Name of contact person

After the arrangements have been made, a confirmation will be e-mailed to you. Please review it carefully. If everything is correct, sign and return it to the Catering Office at least 3 days prior to your event. Once signed, the event sheet serves as the contract. If the contract still requires changes, please contact the Catering Office.

## GUEST COUNT, CHANGES & GUARANTEE POLICY

When booking the event, the expected guest count must match the room request set up and should be as accurate as possible. Bucknell University Catering will plan, bill, and purchase food based on this number. Final counts and all changes must be received by e-mail 72 hours (three business days, Monday–Friday) prior to the event. Those received within 72 hours cannot be guaranteed, and will incur a \$10 or 5% of the food cost charge, whichever is higher.

Events canceled within 24 hours of the event or numbers decreased by 25% or more within a 24-hour time frame will be charged for any specialty products purchased for that event as well as any expenses incurred in preparation for the event. Cancellations on the day of the event, or failure to cancel, will be billed the entire amount.



# CATERING GUIDELINES

## STYLE OF SERVICE

### Formal

All courses are served at the table. Depending on the number of guests at the event or time constraints, the salad and/or dessert courses may be preset on the table. Pricing is based on single-menu entrée selection. If two or three entrées are chosen, Bucknell University Catering requires a specific guest count for each entrée ordered 72 hours (three business days) prior to the event. If a breakdown of entrée choices is not available, we recommend you consider an entrée combination plate or additional charges may be incurred.

### Buffet

This style offers a variety of menu options — not to exceed 3 main entrées (one to include vegetarian). Buffets with two entrees will be charged at the highest rate. Buffets offering three entrée choices will be priced at the highest entrée price with an additional 20% added to the total of your meal. Quantities of food prepared will adequately serve the number of guaranteed guests, but this does not imply all-you-care-to-eat. Buffet services for 12 people or less will incur an additional charge of \$5 or 5% of the food cost, whichever is higher. A buffet is suggested under the following circumstances:

- Guests arriving at different times
- Physical layout of the room
- Mixed crowd requiring a varied menu
- Lack of proper facilities to serve formal style

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## ATTENDANTS

All package and buffet prices include attendants appropriate for the guest count. If an attendant is requested or required for events with hors d'oeuvres, a la carte, or other items not already including attendants, \$24.50 per hour, per attendant will be charged. Culinary professional fees are \$37.00 per hour. Attendant / culinary fees include set up and clean up times. Additional charges will be incurred if the event is held off-campus.

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## CHINA/LINENS

### China

Events held within the Elaine Langone Center will be provided with china unless otherwise designated. Events held outside the Elaine Langone Center will be provided with disposable ware; however, if china is desired a charge of \$3.00



per person will be incurred. Basic paper supplies are included with meals. All others will be charged at a minimal cost. Please contact the Catering Office for the appropriate pricing.

**Linens:**

All buffet/food table linens will be included in the price of the event. Upon request, seating tables using linen will be covered with a standard 85” x 85” ivory table cloth at a charge of \$7.00 per table. Other sizes and colors of linens may be ordered upon your request and will be charged accordingly.

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**PRICING**

We reserve the right to adjust or change pricing based on location, seasonal availability, and current market price of products found in this catering guide. Once the contract is signed, the prices are guaranteed. Sales tax will be added to the final bill for all non-University events unless proof of sales tax exemption is provided. Please note that student organization events not funded by the University are subject to sales tax. There will be an additional charge for all non-University events.

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**CARRY OUT SERVICE**

Carry Out Service can be arranged for items to be picked up at the Bostwick Marketplace or Catering office. The responsibility for the prompt return of any equipment is the clients. There will be additional charges for any equipment damaged or not returned within two business days. Please note, Bucknell University Catering only loans or rents equipment and supplies when food is provided by Bucknell University Catering.

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**DELIVERY**

**Delivery Service**

Deliveries made on campus with no required set-up, as well as no return pick-up or cleanup needed, will incur a delivery fee of \$10.00. Deliveries made on campus with required set-up and a return pick-up or cleanup, will incur a delivery fee of \$13.50. This fee will be added to all orders outside of the Elaine Langone Center. Delivery times are available between 7 am – 7:30 pm. Any delivery before or after these times may incur an additional charge depending on time, guest count, and location. Drop-off service is not available if the menu requires reusable equipment.



# CATERING GUIDELINES

## Delivery Setup/Pick-up:

For deliveries made on campus with a setup required, the room reservation must include a proper setup and clean-up time which needs to be arranged with the Events Management office at the time the room reservation is being made. Setup will occur at least 15 minutes before the event as long as proper arrangements have been made. Delivery times are available from 7 a.m. – 7:30 p.m. Any delivery before or after these times may incur an additional charge depending on time, guest count, and location. Pricing includes pick-up of all equipment.

## Delivery off campus:

A delivery charge of \$38.00 will be applied to all deliveries made off campus, including Cowan deliveries. Deliveries over 10 miles may incur additional charges, including mileage and labor, and will be estimated when making delivery arrangements. Delivery before or after 7 a.m. – 7:30 p.m. may incur an additional charge depending on time, guest count, and location.

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## UNIVERSITY CATERING POLICY

University departments and student organizations are required to coordinate their on-campus catering needs with the Bucknell University Catering and are not authorized to contract directly with outside caterers. Donations of food from outside sources are prohibited.

Pennsylvania Department of Agriculture (Department of Health) Policy states: ***“No food prepared in a private home or processed in a place other than a commercial food processing establishment shall be sold or used in the preparation of foods offered for sale, sold or given away.”*** Only food that is prepared in a licensed food service establishment may be served at catering events.

Due to insurance liability, the University must prohibit student organizations from cooking for large groups of people.

There is a catering credit available for events that meet certain requirements in which students with Anytime Access or one of the swipe meal plans are participating. Please contact the Catering office for more information.



## ALCOHOLIC BEVERAGE POLICY

Any event where alcohol is to be served must be in full compliance with Bucknell University's Alcohol Policy. University-funded events must receive permission from the Dean of Students to have alcoholic beverages served and must meet specific requirements. A signed Alcohol Permission Form must be on file with Bucknell University Catering prior to your event. Check with the Events Management Office for this form and the policies and procedures you need to follow. A copy of the alcohol policy is also available from that office. University events must have a bartender.

State law does not permit Bucknell University to provide alcoholic beverages to non-University events. However, non-University events receiving permission to have alcohol are required to use Bucknell University-trained bartenders who are TIPS certified. Non-University events must provide their own alcohol, which must be removed once the event is over.

Events with alcohol will be charged \$3 per person for bar set up.

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## ALLERGENS & DIETARY CONCERNS

Bucknell University Dining recognizes the top eight allergens: eggs, fish, milk, peanuts, shellfish, soy, tree nuts, and wheat. These top eight allergens account for 90% of all allergies. We are aware that there are other allergens and dietary concerns, and we will make every attempt to accommodate those as they arise.

If you are aware of an allergy or dietary need for a guest attending your event, please bring it to our attention as soon as possible so proper menu arrangements can be made.

Please be aware that our food is prepared in facilities that process nuts and gluten.



# CATERING GUIDELINES

## CHARGE SUMMARY

- Events received one business day or less, charged an additional \$10 or 15%, whichever is higher (maximum \$50).
- Events canceled or changed counts within 24 hours or same day — Charged for any specialty products purchased for the event
- Events changed less than 72 hours before the event — Charged an additional \$10 or 5% of the food cost, whichever is higher
- Three buffet entrée items — Highest entrée price plus an additional 20%
- Buffet — 12 people or less — Charged an additional \$5 or 5% of the food cost, whichever is higher
- Per attendant/bartender for an event — \$24.50 per hour (Bartender includes one hour before and one hour after event)
- Bar set up fee — \$3 per person
- Per culinary professional for an event — \$37.00 per hour
- China charge for outside the Elaine Langone Center — \$3 per person
- 85" x 85" ivory table cloth — \$7.00 per table
- 85" x 85" ivory table cloth with linen napkins — \$11.50 per table
- Non-Bucknell University Event — Charged an additional 15%
- Events starting at 8 p.m. or later — \$27.00 after-hours event fee
- Event delivery with no pick-up/clean-up — \$10.00 per event
- Event delivery with pick-up/clean-up — \$20.00 per event
- Event deliveries not between the hours of 7 a.m. and 7:30 p.m. — Charges depending on time, guest count and location
- Event deliveries off campus within 10 miles — \$38.00 per event
- Event deliveries off campus more than 10 miles may incur additional charges

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## BUCKNELL UNIVERSITY CATERING CONTACTS

Catering Office | [catering@bucknell.edu](mailto:catering@bucknell.edu) | 570.577.3704

Angie Cimino, *Director of Catering* | [aco57@bucknell.edu](mailto:aco57@bucknell.edu) | 570.577.3704

Katelyn Romano, *Assistant Director of Catering* | [kro25@bucknell.edu](mailto:kro25@bucknell.edu) | 570.577.7524

Sadie Miller, *Catering Supervisor* | [symo01@bucknell.edu](mailto:symo01@bucknell.edu) | 570.577.1071

Stefanie Mertz, *Catering Coordinator* | [samo51@bucknell.edu](mailto:samo51@bucknell.edu) | 570.577.2130





BucknellUniversityDining



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[bucknell.edu/Dining](https://bucknell.edu/Dining)

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Dining Services