

CATERING MENU

The University of Calgary Food and Conference Services welcomes you to the University of Calgary. Our dedicated and energetic team looks forward to ensuring that your association has a wonderful Congress experience. We are proud to offer to you local, sustainable, Fair Trade and no-gluten options.

Place your catering requests using the Congress Request System (www.congress2016.ca/organizers) **between February 29, 2016 and April 8, 2016**. For tips and instructions, check out this [Tip sheet](#). For items and services beyond this menu please contact catering2016@ucalgary.ca. Every effort will be made to accommodate special catering requests, but there is no guarantee that an association will receive such requests. In the case that specific food and beverages are not available, you will be notified by early May.

BREAKFAST

Morning Beverages (<i>minimum of 10</i>)	\$3.00 per person
Fair Trade Coffee (100%), Tea (25%), and Assorted juices (25%)	
Continental (<i>minimum of 10</i>).....	\$4.99 per person
One Muffin or Danish per person (50% of each); Fair Trade Coffee (100%), Tea (25%), Apple & Orange juice (25%)	
Morning Start (<i>minimum of 10</i>).....	\$6.45 per person
Assorted mini Danish pastries (1 per person) and cranberry lemon breakfast loaf (1 slice per person); Fair Trade Coffee (100%), Tea (25%), Apple & Orange juice (25%)	
Healthy Break (<i>minimum of 10</i>).....	\$8.50 per person
Fresh sliced fruit; Assorted yogurt; Granola; Fair Trade Coffee (100%), Tea (25%), Apple & Orange juice (25%)	
Rocky Mountain (<i>minimum of 10</i>).....	\$11.99 per person
Fresh fruit salad (3oz. portion per person); Fresh & flakey assorted mini pastries and muffins (1 per person); Breakfast sandwiches: house baked buttermilk biscuit, egg, bacon and cheese (1 per person); Fair Trade Coffee (100%), Tea (25%), Apple & Orange juice (25%)	

Platters

House Baked Muffin Tulips

Assorted flavor-infused full size breakfast muffins

12 piece platter.....	\$23.99 per platter
24 piece platter.....	\$44.99 per platter
36 piece platter.....	\$55.99 per platter

Savory Delights Medley

Egg and chive strudel; Leek and butter lattice; Feta and spinach stuffed croissant

12 piece platter.....	\$23.99 per platter
24 piece platter.....	\$44.99 per platter
36 piece platter.....	\$55.99 per platter

The ½ and ½ Platter

50% Muffin Tulips and 50% Savory Delights

12 piece platter.....	\$23.99 per platter
24 piece platter.....	\$44.99 per platter
36 piece platter.....	\$55.99 per platter

Seasonal Fresh Sliced Fruit

Tasteful selection of melons, pineapple, strawberries and grapes (5 pieces per person)

12 person platter.....	\$42.99 per platter
24 person platter.....	\$85.98 per platter
36 person platter.....	\$128.97 per platter

PACKAGED BREAKS

Afternoon Beverages (*minimum of 10*)..... \$3.00 per person
Fair Trade Coffee (100%), Tea (25%), and Assorted pop (25%)

Green Energy Break (*minimum of 10*)..... \$6.00 per person
Calgary Congress Grain Bar (1 per person), whole apples (1 per person),
Apple & Orange juice (100%)

Healthy Break (*minimum of 10*)..... \$8.50 per person
Fresh sliced fruit; assorted yogurt; Granola; Fair Trade Coffee (100%), Tea (25%),
Apple & Orange juice (25%)

Chocolate Lover's (*minimum of 10*)..... \$7.50 per person
Silk chocolate squares (1 per person); Chocolate and coconut macaroons (1 per person);
Fair trade coffee (100%) and tea (25%)

Dips & Bread (*minimum of 10*)..... \$8.75 per person
Charred lemon and sweet pepper hummus with pita chips; Spinach and
Artichoke dip with crackers; Tomato and cilantro salsa with tortilla chips (no gluten);
Fresh carrot and celery sticks with roasted red pepper ranch dip

Munchies Break (*minimum of 10*)..... \$9.00 per person
Ripple potato chips; Pretzels; Spiced mixed nuts; Tortilla chips (gluten-free) and salsa;
Assorted soft drinks

A LA CARTE BEVERAGES AND SNACKS

Fair Trade Coffee (100%) and Tea (25%)	\$2.25 each
Canned Pop / Bottled Water	\$2.25 each
Bottled Juice (Apple and Orange juice)	\$2.25 each
Water Station	\$75.00 per station
Compostable cups included; serves up to 150 people based on 7oz. portion size	
Morning Beverages (<i>minimum of 10</i>).....	\$3.00 per person
Fair Trade Coffee (100%), Tea (25%), and Assorted juices (25%)	
Afternoon Beverages (<i>minimum of 10</i>).....	\$3.00 per person
Fair Trade Coffee (100%), Tea (25%), and Assorted pop (25%)	
Individual yogurts (<i>one dozen minimum</i>).....	\$1.85 each
Calgary Congress grain bars (<i>one dozen minimum</i>).....	\$2.25 each
Whole fresh fruit (<i>one dozen minimum</i>).....	\$1.50 each
Berry Bundt cake (<i>Gluten-free; 16 slices per cake</i>).....	\$30.00 per cake
2 oz. cookies (<i>one dozen minimum</i>).....	\$1.85 each
Assorted bags of Chips (<i>one dozen minimum</i>).....	\$2.20 each
Seasonal Fresh Sliced Fruit	
Tasteful selection of melons, pineapple, strawberries and grapes (5 pieces per person)	
12 person platter.....	\$42.99 per platter
24 person platter.....	\$85.98 per platter
36 person platter.....	\$128.97 per platter
Market vegetables and ranch dip	
12 person platter.....	\$46.20 per platter
24 person platter.....	\$92.40 per platter
36 person platter.....	\$138.60 per platter
Cheese and fresh grape tile with crisps	
Cheddar, Swiss, Brie, Boursin	
12 person platter.....	\$84.00 per platter
24 person platter.....	\$168.00 per platter
36 person platter.....	\$252.00 per platter

LUNCH

Parisian Sub Platter (minimum of 20)..... \$14.60 per person

An assortment of 3" subs (2 pieces per person): Egg salad, Chicken salad, Smoked turkey, Cucumber & cream cheese; Asian Apple Coleslaw; Assorted house baked 1 oz. cookies; Fair Trade Coffee (100%), Tea (25%) and Assorted Pop (100%)

Sandwich Wrap Selection (minimum of 20)..... \$15.50 per person

A selection of wraps (1 per person): Vegan black bean, Chicken Caesar, Roast beef and cheddar; Crudités with ranch dressing; Assorted Nanaimo squares and brownies; Assorted Pop (50%) and Juice (50%)

U of C Signature Sandwiches (minimum of 20)..... \$16.29 per person

An assortment of sandwiches (1 per person): AAA Alberta roasted beef on ciabatta, Smoked turkey wrap, Maple ham Kaiser, Oven roasted Mediterranean vegetable and roast pepper hummus on a house baked vegan roll; Farmers market chopped salad with house dressing; Assorted house baked 1 oz. cookies; Fair Trade Coffee (100%), Tea (25%), and Assorted Pop (50%) and Juice (50%)

Hot Buffet Lunch (minimum of 20)..... \$22.45 per person

Includes:

- Market greens with cucumber, carrots, grape tomatoes and popped quinoa, with an orange balsamic vinaigrette
- Mini dessert pastries
- Fair Trade Coffee (100%), Tea (25%), and Assorted Pop (50%) and Juice (50%)
- Water and China service

Choice of one (1) of the following entrees:

- Beef or vegetable lasagna with garlic breadsticks
- Spolumbos Italian sausage and sweet pepper, onions and potatoes
- Egyptian styled vegetable curry with basmati rice (vegetarian)

Additional items can be added to your buffet:

- Tomato, red onion and feta salad with lemon oregano vinaigrette add \$4.00 per person
- Fresh market vegetables and ranch dip add \$3.00 per person
- Grilled Mediterranean vegetable platter with rosemary and olive oil add \$4.00 per person
- Classic Caesar salad with herb croutons and parmesan cheese add \$4.00 per person

DINNER

Hot Buffet Dinner (*minimum of 20*)..... **\$34.25 per person**
All entrees are made with no gluten, excluding Mediterranean vegetable strudel

Includes:

- Market greens with cucumber, carrots, grape tomatoes and popped quinoa, with an orange balsamic vinaigrette
- Spinach and strawberry salad with herbed goat cheese and lemon basil vinaigrette
- Roasted garlic, sour cream and aged cheddar mashed potato
- Long grain wild rice and barley pilaf with dried berries, garlic and herbs
- Seasonal vegetable medley
- Fresh rolls with butter
- Dessert pastries, cakes and tarts
- Fair trade coffee (100%) and tea (25%) selection
- Water and China service

1st Entrée - choose one (1) of the following:

- Herb and garlic roast Halal chicken
- Orange smoked paprika grilled Halal chicken breast with spiced tomato sauce
- Roast Atlantic salmon on horseradish cream and sweet tomato jam
- Slow roasted Alberta AAA beef with red wine grainy Dijon jus

2nd Entrée - choose one (1) of the following:

- Red lentil and grilled vegetable stuffed heirloom tomato on roasted yellow pepper coulis
- Roasted Mediterranean vegetable, artichoke and couscous phyllo strudel with sundried tomato, Kalamata olive and basil pesto vinaigrette

Chef's Plated Dinner (*minimum of 20*)..... **\$34.99 per person**

Includes:

- Fresh rolls with butter
- Water and China service
- Fair Trade Coffee (100%) and Tea (25%)

Appetizer - choose one (1) of the following:

- New York chopped with crisp iceberg wedge, blue cheese crumble, radish & buttermilk ranch
- West coast spinach salad with mandarin oranges, roasted red peppers, sundried cranberries, candied walnuts and apple cider vinaigrette
- Market greens with cucumber, carrots, grape tomatoes and popped quinoa with orange balsamic vinaigrette
- Smoked tomato and basil bisque
- Red Thai curried chicken cream soup

Entrée - choose one (1) of the following:

- Pan-seared lemon and oregano Halal chicken supreme; Roasted red, yellow and jalapeno pepper compote; Roasted garlic apple mash potatoes
- Pan-seared arctic char with beluga lentils and a tomato emulsion with buttered fresh vegetables
- Grilled AAA Alberta sirloin steak (6oz) with peppercorn & blackberry demi-glaze; Seasoned fresh vegetables; Roasted garlic apple mash potatoes
- Stuffed heirloom tomato with spiced vegetables and lentils finished with roasted yellow pepper coulis and roasted potato

Dessert - choose one (1) of the following:

- Red velvet cake with lemon cream cheese icing and raspberry centre
- Belgian chocolate fudge cake with vanilla bean Chantilly and mixed berry compote
- New York cheesecake wedge with stewed mixed berries

RECEPTION

Dips & Bread (*minimum of 10*)..... **\$8.75 per person**
 Charred lemon and sweet pepper hummus with pita chips; Spinach and artichoke dip with crackers; Tomato and cilantro salsa with tortilla chips (no gluten); Fresh carrot and celery sticks with roasted red pepper ranch dip

Antipasto Deluxe (*minimum of 20*)..... **\$21.00 per person**
 Grilled Mediterranean vegetable platter with rosemary and olive oil; assorted olives with orange zest, garlic and fresh herbs; Mango chutney and toasted almond goat cheese ball with assorted breads and crackers; Local Alberta Charcuterie (game meats, salami, prosciutto) with baguettes, crostini, crackers and field berry thyme jam

One-Stop Reception Package (*minimum of 20*)..... **\$22.50 per person**
 8 pieces of Hors d'oeuvres per person (choose 2 hot and 2 cold options from list below); Cheese and grape tile; Market vegetables and dip; Charred lemon and sweet pepper hummus with pita chips

Market vegetables and ranch dip

12 person platter..... **\$46.20 per platter**
 24 person platter..... **\$92.40 per platter**
 36 person platter..... **\$138.60 per platter**

Cheese and fresh grape tile with crisps

Cheddar, Swiss, Brie, Boursin
 12 person platter..... **\$84.00 per platter**
 24 person platter..... **\$168.00 per platter**
 36 person platter..... **\$252.00 per platter**

Hot Hors D'oeuvres (*3 dozen minimum*)

Vegetable spring rolls with plum sauce **\$17.00 per dozen**
 Teriyaki glazed beef meatballs **\$17.00 per dozen**
 Spinach and feta spanakopita with tzatziki sauce **\$22.00 per dozen**
 Chicken satays with ginger teriyaki glaze **\$26.00 per dozen**

Cold Hors D'oeuvres (*3 dozen minimum*)

Waldorf chicken salad tartlets with walnuts and grapes **\$20.00 per dozen**
 Grilled Mediterranean vegetable tartlets **\$20.00 per dozen**
 Prosciutto wrapped asparagus **\$21.00 per dozen**
 California sushi rolls with pickled ginger, wasabi and sesame soya sauce..... **\$27.00 per dozen**

BAR SERVICES

Bar service will end at the scheduled end time of your event. Guests must leave the venue within 1 hour of the scheduled time of the event. Payments can be taken by cash only.

Standard Bar	Cash	Host	Coupon
Domestic Beer (Coors Light, Canadian, Traditional)	\$6.25	\$5.40	\$5.40
Premium Beer (Heineken, Stella Artois, Corona)	\$7.00	\$5.80	\$5.80
House Wine (one red and one white)	\$6.25	\$5.40	\$5.40
Pop and Juice (Pop, Mineral Water, Orange, Apple)	\$2.25	\$2.25	\$2.25

Full Bar	Cash	Host	Coupon
Domestic Beer (Coors Light, Canadian, Traditional)	\$6.25	\$5.40	\$5.40
Premium Beer (Heineken, Stella Artois, Corona)	\$7.00	\$5.80	\$5.80
House Wine (one red and one white)	\$6.25	\$5.40	\$5.40
High Balls (Vodka, Rye, Rum, Gin, Scotch)	\$7.00	\$5.80	\$5.80
Pop and Juice (Pop, Mineral Water, Orange, Apple)	\$2.25	\$2.25	\$2.25

Bar Staffing and Service Types

Our bar service has a minimum sales requirement of \$200 for the first three hours of service with a minimum of \$100 per hour of service thereafter. Clients will be charged the difference of minimums not met, in addition to labour charges. The minimum sales revenue is exclusive of applicable taxes.

Bars will be staffed with one bartender and one attendant for every 75 guests, for a minimum of four hours. This four-hour minimum includes one hour of set-up, one hour of teardown, and two hours of service. If your event exceeds two hours of service time, additional hours will be charged at \$30 an hour per employee.

E.g. a four hour reception for 150 people will have a sales minimum of \$300 and a labour charge of \$720

Host Bar

You, the client, cover the cost of all beverages served and are invoiced based on consumption.

Coupon Bar

You, the client, cover the cost of all beverages redeemed with a coupon. Your guests also have the option to buy their own beverages. Coupons will be provided by the university.

Cash Bar

Your guests buy their own beverages.

All services operate under the University of Calgary permanent Institutional Liquor License and are governed by the regulations and procedures established by the provincial Legislation (AGLC) and the University itself.

GENERAL POLICY AND INFORMATION

Minimums

All orders must reach a minimum of \$65 (before tax). In the event that the minimum is not met, the difference between the order amount and the minimum will be charged as labour fees.

Tax, Service Charge and Gratuities

All catering orders will be subject to an applicable sales tax of 5%. Gratuities are not charged, nor included in these prices. If you are delighted with our service please tell your friends and colleagues about us.

Water Service, Tableware and Linen

As a standard, Water Service and China service will be provided for the Hot Buffet Lunch, Hot Buffet Dinner and Chefs Plated Dinner. Individual jugs for table water service are not available.

All other orders (including bar service) will be served with disposable plates, cutlery, napkins and cups. If China is desired, a \$0.25 fee per piece will be charged – with a minimum \$30.00 charge.

Linen will be provided on all catering tables.

Labour

As a standard, catering orders are served and displayed in buffet format (excluding plated meals). Should you desire waiter service (i.e. passed appetizers during a reception), then an additional labour fee of \$30.00 per hour per server (minimum 4 hour charge per server) will be charged.

Guaranteed Numbers

Estimated attendance numbers are required at the time of booking. Changes can be made to the attendance numbers only up to May 9, 2016. If no changes are made, the original estimated attendance will be used as the final guarantee.

Allergens and Dietary Restrictions

We are happy to accommodate most dietary requirements; however, alternative meals may be subject to additional fees and you will be contacted for approval. For guests with special dietary concerns, we request to be notified no later than May 9, 2015.

Please note that cross contamination with allergens cannot be guaranteed. Our kitchens are designed as Open Concepts, and do not contain allergen free isolation stations.

On-Site Contact

To guarantee complete event success, an on-site contact with signing authority is required. Please ensure that the on-site contact is aware of all information regarding the function and the agreements that have been settled upon. The On-Site contact must be present at time of Delivery to sign and receive the order.

Delivery and Pick Up

All orders will be delivered and setup within 30 minutes of your event start time. For example, if your event begins at 8:00 AM, your order will be delivered between 7:30 AM and 8:00 AM. To ensure accurate confirmation of your order, the on-site contact will be required to sign for the order. Please ensure that the on-site contact is present 30 minutes prior to your event start time.

As a general rule, pick-ups will be completed during the delivery of your next order. If your event includes only one (1) Catering order, it will be picked up within 45 minutes of the event end time.

Cancellation Policy

To properly plan for your event, we purchase required items, schedule required associates, and perform administrative duties prior to your arrival. Therefore, cancellation of your function represents revenue loss and must adhere to our policy below.

- Time of Booking to 7 days Prior to Event = no penalties
- 6 to 4 days Prior to Event = 50% of all charges will apply
- Less than 3 Days Prior to Event = 100% of all charges will apply

**All contracted charges refers to Food and Beverage, Labour, and Equipment costs based on the anticipated number of attendees at the time the cancellation takes place.*