CATERING AT

QUINCY SCHOOL DISTRICT
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PLANNING YOUR EVENT
Place orders online. Please note they are a lot of required fields. If these are not filled in the catering request form will not be submitted. Catering request forms by paper or email will not be accepted. A copy of the catering request form will be sent to Nicole Boatright, once all required fields are filled in.

The menu selections are services in this guide are the most frequently requested and represent merely a sampling of what we can do. Whether you are planning a simple gathering or a special event, we’ll be happy to help you with your arrangements.

Room reservations are the responsibility of the requestor. Room preparation and set up may take up to an hour to complete, so please schedule accordingly.

If you have questions regarding your order, the order form or menu please phone us directly at 509-787-8985 ext. 3901.

PLACING YOUR ORDER
Please help us help you by providing at least 5 business days’ notice for food and beverage orders. Weekends and/or special events with a large number of guests (100+) require a minimum of 5 business days’ notice. When booking your event please be prepared to share the following information:

• Date of function
• Name of function
• Set up time
• Serve time
• Number of guests
• Location/requesting school/department
• Contact person/phone number
• Account code

GUARANTEE AND BILLING POLICY
To professionally prepare for each guest, we require that you guarantee the number of guests attending your event at least 5 business days’ in advance. Events will be billed at the guaranteed number or the actual number served, whichever is greater.

Orders placed without a 5 business day notice may be subject to a 20% service up-charge.

Due to our advance preparation, cancellations must be made at least 2 business days’ in advance. Shorter notices may result in charges of up to 10% of the original order.

Nutrition services must retrieve all catering equipment. If you move any equipment from the delivery location, please immediately notify nutrition service. Any catering equipment not recovered may be billed to your order.

ADDITIONAL SERVICES
There may be an added labor charge for events scheduled to begin before 6:00am or after 3:30pm, or on days when school is not in session, such as weekends, holidays and school breaks*

*Please note that we are unable to accept any catering requests during Winter Break and Spring Break.

All services will be set up with paper and plastic ware unless otherwise specified.
BREAKFAST SELECTIONS

10 guest minimum on breakfast selections.

Continental Breakfast $5.00 per guest
Assorted pastries and bagels, gourmet coffee, variety of fruit juices

Deluxe Continental Breakfast $6.00 per guest
Seasonal fresh cut fruit platter, assorted pastries and bagels, gourmet coffee, variety of fruit juices

Grab & Go Breakfast Sandwich $6.00 per guest
Your choice of English muffin or bagel, egg patty, choice of bacon or sausage with cheese, gourmet coffee, variety of fruit juice

The Healthy Start $7.00 per guest
Seasonal fresh cut fruit platter, bagels with cream cheese, assorted yogurts, gourmet coffee, variety of fruit juices

Americana Breakfast Buffet $8.00 per guest
Fluffy scrambled eggs, roasted potatoes, crisp bacon and sausage links, assorted pastries, gourmet coffee, variety of fruit juices

Á LA CARTE BREAKFAST ITEMS

Danish $1.50 per guest
Cinnamon Rolls $1.50 per guest
Bagels with Cream Cheese $1.50 per guest
Muffins $1.50 per guest
Donuts $1.50 per guest
Scones $2.25 per guest
Seasonal Fresh Fruit Tray $3.25 per guest

Minimum order of $25.00 required for Beverages and A la Carte Breakfast Items

Á LA CARTE BEVERAGES

Coffee Service $1.50 per guest
Assorted Fruit Juices $1.50 per guest
Add the soup of the day to sandwiches or salads below for only $2.00 per guest.

**SANDWICHES/WRAPS**

**SANDWICH PLATTER** $8.00 per guest
Assorted deli meats and cheeses, lettuce, tomato and red onion on fresh deli style breads and served with chips, green salad or soup and bottled water

**The CLASSIC BOX** $7.25 per guest
The classic box menu choices will consist of an assortment of deli meats, with assorted cheeses, unless otherwise specified.
Served with chips, fresh fruit and bottled water

**BUILD YOUR OWN DELI BUFFET** $8.50 per guest
Assorted deli meats and cheeses with all the fixings and a variety of fresh deli style breads served with a green salad, chips and bottled water

**JACK WRAP** $7.00 per guest
Deli ham slices with your choice of swiss, pepper jack or American cheese, leaf lettuce, sliced green and yellow peppers and red onion wrapped in a spinach garlic or tomato basil tortilla with a side of ranch served with chips and bottled water

**SALADS**

All salad entrées include a freshly baked breadstick, cookies, and bottled water.

**SOUP & SALAD BAR** $8.00 per guest
A choice of two steaming soup du jour, crispy crackers, fresh tossed salad with choice of two dressings and warm garlic bread stick

**CHICKEN CAESAR SALAD** $8.00 per guest
Grilled chicken breast tossed with fresh chopped romaine lettuce, croutons and shredded parmesan cheese served with Caesar dressing

**ASIAN CHICKEN SALAD** $8.00 per guest
Marinated chicken breast served on a bed of mixed greens and topped with chow mein noodles, mandarin oranges and served with our special sesame dressing

**CHEF SALAD** $8.00 per guest
Sliced ham, turkey, and cheddar served on a bed of mixed lettuce and topped with carrots, cucumber, tomato and egg wedges served with your choice of dressing

**CLASSIC COBB SALAD** $8.25 per guest
Diced chicken breast with sliced black olives, blue cheese and topped with bacon bits and tomatoes served with your choice of dressing

**CHICKEN CRANBERRY SALAD** $8.25 per guest
Sliced chicken breast with craisins, crunchy pecans, blue cheese crumbles and red onion on a bed of romaine served with raspberry vinaigrette
PIZZA
Your choice of cheese, pepperoni, Hawaiian, meat lover’s or vegetarian $10.00 per pizza

BAKED LASAGNA
Traditional meat and cheese or vegetarian $8.00 per guest

GOURMET CHICKEN YOUR WAY
Try it barbeque, teriyaki, sweet and sour or orange $8.00 per guest

ACCOMPANIMENTS
Green Salad
Caesar Salad
Seasonal Steamed Vegetables
Roasted Potatoes

DESSERTS
Brownies
Cookies
Seasonal Fresh Fruit

ASIAN BUFFET
$8.25 per guest

Choose one entrée:
Chicken or beef and broccoli, sweet and sour chicken or stir fry vegetables

Choose two sides:
Asian vegetables, steamed rice, fried rice or vegetable lo Mein

Served with Caesar salad or green salad

PASTA PRONTO
$8.50 per guest

Choose one pasta:
Fettucine, penne or rotini

Choose two sauces:
Marinara, alfredo or pesto

Choose one meat:
Meatballs, beef or grilled chicken

Served with Caesar salad or green salad and breadsticks

MEXICAN BUFFET
$8.75 per guest

Choose one entrée:
Cheese enchiladas, chicken or beef tacos, chicken or beef nachos, or beef, chicken or vegetables fajitas

Choose two sides:
Refried beans, Spanish rice or black beans

Buffet includes topping bar:
Sour cream, shredded cheese, lettuce

Served with chips and salsa
Platters are priced per guest, with a 10 guest minimum.

FRESH FRUIT PLATTER
An assortment of fresh seasonal fruit $4.00 per guest

DESSERT PLATTER
An assortment of gourmet bars and freshly baked Hope cookies $4.00 per guest

FRESH VEGETABLE PLATTER
An assortment of fresh vegetables served with ranch $3.00 per guest

CHEESE AND CRACKER TRAY
Assorted sliced cheeses served with a cracker assortment $3.00 per guest

CHEESE, MEAT AND CRACKER TRAY
A variety of sliced cheeses and deli meats served with a cracker assortment $4.00 per guest

SWEET TREATS & AFTERNOON SNACKS

Minimum order of $25.00 required for Sweet Treat Selections

Brownies $3.00
Seasonal Fresh Fruit $3.25
Gourmet Bars $3.25
Scones $2.25
Hope Cookies $2.25
Lemon Cookies $2.25

Tortilla Chips and Salsa $2.00
Hummus with Pita Chips $3.00
Pretzel and Cheese $3.00
Meatballs $3.00
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<thead>
<tr>
<th>COLD BEVERAGES</th>
<th>HOT BEVERAGES</th>
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<tbody>
<tr>
<td>Minimum of 10 guests</td>
<td>Minimum of 10 guests</td>
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<tr>
<td>Lemonade</td>
<td>Coffee Service</td>
</tr>
<tr>
<td>$3.25 per person</td>
<td>$1.50 per person</td>
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<tr>
<td>Fruit Juice</td>
<td>(Regular coffee includes creamer and sugar)</td>
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<tr>
<td>$3.25 per person</td>
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<tr>
<td>Bottled Ice Tea</td>
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<td>$3.25 per person</td>
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<td>Bottle Water</td>
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<td>$1.25 per person</td>
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<tr>
<td>Milk</td>
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<td>$0.75 per person</td>
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