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DEAR FRIENDS,

THANK YOU FOR SELECTING US TO CATER YOUR UPCOMING EVENT!

With an ever-present focus on craftsmanship, our catering experiences will always be made-from-scratch. You'll enjoy fresh, consciously sourced food with a focus on seasonal ingredients that are meant to nourish, comfort, fuel, and excite our guests with food every single day.

Our friendly staff and experienced culinary team pride themselves in building personal relationships and providing authentic culinary experiences.

This menu guide has been prepared to help you plan for your special events here on campus. From a simple morning break to a VIP luncheon, an elegant hors d’oeuvres reception to a gluten-free request, these pages are filled with fresh, contemporary menu ideas. But, this is only the starting point. Our Director of Catering will be more than happy to prepare a custom menu for your special event. Our desire is to serve you a truly memorable meal.

We look forward to the opportunity to serve you!

All prices within are subject to an 18% service charge and sales tax, if applicable.
All Continental Breakfasts include Juice, Coffee, Decaf Coffee, and Tea.

**TRADITIONAL CONTINENTAL** 6.00 per guest
Our baker’s choice of two or three Assorted Pastries

**CONTINENTAL PLUS** 7.50 per guest
Fresh Seasonal Fruit Salad, Assorted Fresh-Baked Bagels, Assorted Breakfast Pastries

**ENERGY START** 7.50 per guest
Low-Fat Yogurt, Fresh Seasonal Fruit Salad, Organic Granola, Hard-Boiled Egg

**BOXED BREAKFAST** 7.25 per guest
Juice, Seasonal Whole Fruit, Yogurt Cup, Muffin
HOT BREAKFAST BUFFETS

All Breakfast Buffets include Assorted Pastries, Coffee, Decaf Coffee, Tea, and Juice. 15 guests minimum. If choosing more than one option, à la carte prices will be used.

**SUNRISE BREAKFAST BUFFET 11.25 per guest**
Your choice of Scrambled Eggs, French Toast, or Pancakes served with a Breakfast Meat (Bacon, Sausage, Ham, or Turkey Sausage) and Home-Fried Potatoes

**DELUXE BREAKFAST BUFFET 16.75 per guest**
Scrambled Eggs, French Toast, or Pancakes, one Breakfast Meat (Bacon, Sausage, Ham, or Turkey Sausage), Home-Fried Potatoes, and a Fresh Fruit Platter

**BREAKFAST SANDWICH BUFFET 11.25 per guest**
Choice of two types of Egg Sandwiches: Sausage, Bacon, or Ham on your choice of Bagel, English Muffin, or Toast. Includes Whole Fruit, but excludes Pastries.

**HEART HEALTHY BUFFET 11.00 per guest**
Choice of Scrambled Eggs or Egg Whites with Veggies, Steel-Cut Oatmeal with Brown Sugar, Dried Fruit and Nuts, or Yogurt Parfaits
À LA CARTE BREAKFAST

BREAKFAST STRATA
FULL PAN (24 SQUARES) $54.00
HALF PAN (12 SQUARES) $32.00
Choose Three Fillings:
• Crumbled Bacon
• Diced Ham
• Pepperoni
• Sausage
• Cheddar
• Parmesan
• Provolone
• Swiss
• Pepper Jack
• Broccoli
• Green Peppers
• Jalapeños
• Mushrooms
• Onions
• Red Peppers
• Spinach
• Tomato

ASSORTED PREMIUM DONUTS
17.95 per dozen
(Minimum order, three dozen)

ASSORTED BREAKFAST BREADS
8.90 each
Whole loaves sliced into eight pieces

STEEL-CUT OATMEAL
3.75 per guest
(10 guests minimum)
With Brown Sugar, Dried Fruit, and Nuts

INDIVIDUAL BOX CEREAL
1.65 each
With Milk

MUFFINS
1.05 each

BURGERS
1.45 each

ASSORTED MINI PASTRIES
3.00 per guest
Mini Muffins, Mini Danish, Donut Holes
(one each)

STEEL-CUT OATMEAL
3.75 per guest
(10 guests minimum)
With Brown Sugar, Dried Fruit, and Nuts

INDIVIDUAL BOX CEREAL
1.65 each
With Milk

YOGURT CUP
1.95 each

MAKE-YOUR-OWN
YOGURT PARFAIT
4.45 per person
With two Low-Fat Yogurts, Organic
Granola, two Seasonal Fruits, Honey
packets, and Sliced Almonds

FRESH SEASONAL FRUIT PLATTER
3.55 per guest
À LA CARTE BREAKFAST CONT.

HOME-FRIED POTATOES
1.75 per guest

SCRAMBLED EGGS
2.25 per guest

BACON
2.50/3 pieces

SAUSAGE LINKS
1.45/2 links

HAM
1.45/2 pieces

TURKEY BACON
2.05/2 pieces

TURKEY SAUSAGE LINKS
1.50/2 links

SMOKED SALMON
Market Price

FRENCH TOAST TEXAS-STYLE
1.95/1 slice

HARD-BOILED EGGS
.85 each

BOTTLED WATER
1.75 each

PITCHERS OF JUICE
15.75 per gallon*
Orange, Cranberry, or Apple

COFFEE, DECAF COFFEE, AND TEA
15.75 per gallon*

STARBUCKS® COFFEE
21.00 per gallon*

MILK
1.85 pint

HOT CHOCOLATE
14.95 per gallon*

*One gallon serves 15 eight-ounce cups or glasses.
Includes Cookies and Brownies, Iced Tea or Lemonade, and Water. 15 guests minimum. Buffets served after 2:00p are an additional 4.00 per guest.

CLASSIC DELI BUFFET 16.25 per guest
CHOICE OF THREE: Smoked Ham, Turkey, Roast Beef, Hummus, or Roasted Vegetables
CHOICE OF TWO: American, Swiss, or Provolone
CHOICE OF TWO: Potato, Pasta, Macaroni, or Fruit Salad; Coleslaw; Chips
Served with Lettuce, Tomato, Pickles, Assorted Breads

SOUP, SALAD & SANDWICH BUFFET 17.75 per guest
Featured Soup of the Day, Garden Salad, and assorted Deli Sandwiches

WRAP BUFFET 16.75 per guest
Choice of Turkey & Cheese, Roast Beef & Cheese, Italian Meats & Cheese, or Roasted Vegetable with Chips. Served with Pickles.

FAJITA BAR 17.75 per guest
Grilled Chicken Strips, Sautéed Onions & Peppers, Spanish Rice, Tortilla Chips, Flour Tortillas, Salsa, Sour Cream, Lettuce, Tomato, Shredded Cheese, and Jalapeños with choice of Refried Beans or Black Beans

TACO BUFFET 16.25 per guest
Seasoned Ground Beef, Jalapeños, Tomatoes, Lettuce, Shredded Cheese, Salsa, Sour Cream, Refried Beans, Soft & Hard Taco Shells, and Tortilla Chips

PASTA BUFFET 17.25 per guest
Two Pastas and Two Sauces of your Choice (Marinara, Meat, Alfredo, and Pesto) with Tossed Garden Salad and Garlic Bread
LUNCH BUFFET CONT.

CHICKEN TENDER BUFFET 16.75 per guest
Crispy Strips of Chicken (three per guest) served with Honey Mustard and BBQ Sauce, Macaroni & Cheese, and a Garden Salad

STEEL CITY BUFFET 17.95 per guest
Mini Kielbasa simmered in Duquesne Pilsner Beer & Onions; BBQ Chipped Ham Sliders; Mini Pierogies with Potato, Cheese, and Sautéed Onions; and Haluski (egg noodles with fried cabbage)

GRILLED CHICKEN PARMESAN BUFFET 19.50 per guest
Italian Herb-Marinated Chicken Breast topped with Marinara Sauce and Three Cheeses, Penne Pasta with Marinara Sauce, and a Garden Salad
Includes Cookies and Brownies, Rolls and Butter, Iced Tea or Lemonade, and Water. 15 guests minimum.

**SOUTHWEST CHICKEN SALAD BUFFET** 15.00 per guest
Seasoned Grilled Chicken, Mixed Greens, Tomato, Black Beans, Corn, Tortilla Strips, and Chipotle Ranch Dressing

**ASIAN SALAD BUFFET** 15.00 per guest
Sesame-Crusted Chicken Breast or Tofu, Mixed Greens, Cucumbers, Bell Peppers, Carrots, Crispy Noodles, and Ginger Soy Dressing

**GRILLED CHICKEN CAESAR SALAD BUFFET** 14.25 per guest
Marinated Grilled Chicken, Romaine Lettuce, House-Made Croûtons, and Creamy Caesar Dressing

**CHEF SALAD BUFFET** 15.00 per guest
Ham, Turkey, Provolone Cheese, Hard-Boiled Egg, Tomato, Carrots, Mixed Greens, and Iceberg Lettuce, with your choice of Dressings

**PITTSBURGH SALAD BUFFET** 16.75 per guest
Choice of Flank Steak or Grilled Chicken Breast with French Fries, Tomato, Grilled Red Onions, and Shredded Cheese, with our House-Made Ranch and Balsamic Dressings. Substitute Tofu in place of any protein in your salad at no extra charge.

**COBB SALAD BUFFET** 15.00 per guest
Mixed Greens, Grilled Chicken, Avocado, Bacon, Bleu Cheese, Black Olives, and Tomato with our House-Made Buttermilk Ranch Dressing

**DUKE SALAD BUFFET** 15.25 per guest
Comes with a bowl of Romaine and a bowl of Mixed Greens. Includes the following toppings: Grilled Chicken, Grilled Salmon, French Fries, Tomatoes, Grilled Red Onions, Shredded Cheese, Olives, Cucumbers, and Croûtons. Served with Ranch and Balsamic Dressing.

Add Shrimp or Flank Steak to your salad for an additional 2.50 per guest.
Includes Potato Chips, Cookies, Brownies, Iced Tea or Lemonade, and Water. Minimum of 5 sandwiches per selection. Add Soup du Jour or Side (Garden Salad, Pasta, Macaroni, or Coleslaw) for 2.05 per guest.

**SMOKED TURKEY**
15.75 per guest
With Roasted Red Peppers, Fresh Spinach, and Asiago Cheese on a Baguette

**BEEF TENDERLOIN**
17.25 per guest
With Caramelized Onions, Creamy Horseradish, and Smoked Gouda on a Baguette

**ITALIAN**
16.50 per guest
Ham, Salami, Capicola, and Provolone with Lettuce, Tomato, Onion, and Italian Dressing on a Ciabatta Roll

**HUMMUS & ROASTED VEGETABLE WRAP**
14.00 per guest
Marinated Roasted Vegetables and Freshly Made Hummus on a Tortilla

**CHICKEN CAESAR WRAP**
15.75 per guest
Roasted Chicken, Romaine Lettuce, Tomato, Parmesan Cheese, and Caesar Dressing on a Tortilla

**GOURMET GRILLED CHICKEN**
18.00 per guest
With Prosciutto, Goat Cheese, Greens, and Herb Aioli on a Rustic Baguette

**CALIFORNIA WRAP**
15.25 per guest
Roasted Turkey, Pepper Jack Cheese, Avocado, Grilled Onions, Tomato, and Lettuce on a Tortilla

**CAPRESE SANDWICH**
14.25 per guest
Sliced Tomatoes, Fresh Mozzarella, Red Onions, Green Leaf Lettuce, and Balsamic Dressing on a Baguette

**CAJUN SHAVED ROAST BEEF**
15.75 per guest
With Spicy Aioli, Baby Lettuce, and Cheddar Cheese on Ciabatta

**BALSAMIC GRILLED PORTOBELLO MUSHROOM**
14.25 per guest
With Roasted Peppers, Grilled Red Onions, and Fresh Mozzarella on Focaccia
BOX LUNCHES

**THE GRAB’N GO** 11.75 per guest

**CHOOSE ONE SANDWICH:**
Turkey & Cheese, Ham & Cheese, or Roast Beef & Cheese, Tuna Salad, Chicken Salad, or Roasted Vegetables

**CHOOSE ONE SIDE:**
Fruit Salad, Pasta Salad, Chips, or Pretzels

**CHOOSE ONE DRINK:**
Canned Soda, Lemonade, Iced Tea, or Bottled Water

**CHOOSE ONE DESSERT:**
Cookies or Brownies

**THE GRADUATE** 14.50 per guest

**CHOOSE ONE SIGNATURE SANDWICH:**
(Minimum 5 per selection)
See page 11. All sandwiches are available as wraps.

**CHOICE OF TWO SIDES:**
Coleslaw, Tossed Garden Salad, Classic Caesar Salad, Seasonal Fruit Salad, or Chips

**CHOOSE ONE DRINK:**
Canned Soda, Lemonade, Iced Tea, or Bottled Water

**CHOOSE ONE DESSERT:**
Cookies or Brownies

**15” HOAGIE RING** 46.25 each
(Serves 10-12 guests)
Italian, Roast Beef, Turkey, or Vegetable
Add a side of Potato, Pasta, Macaroni, or Fruit Salad for an additional 4.00 per guest.
PIZZA

CHEESE PIZZA 14.00 per pizza
16” 12-cut with House-Made Dough, Tomato Sauce, and Shredded Mozzarella Cheese

PEPPERONI, HAM, OR SAUSAGE PIZZA 15.00 per pizza

VEGGIE SUPREME PIZZA 15.25 per pizza
Assorted Fresh Vegetables and Herbs with Tomato Sauce

SPECIALTY PIZZA 16.50 per pizza
Buffalo Chicken, Hawaiian, Supreme, or Margherita

EXTRA TOPPING CHOICES 1.25 each
Extra Cheese, Pepperoni, Italian Sausage, Beef, Ham, Green Peppers, Onions, Mushrooms, and Tomato
PICNICS

25 guests minimum. Served with Cookies and Brownies, Lemonade or Ice Tea, and Ice Water.

ALL AMERICAN 14.50 per guest
MEAL:
Grilled Hamburgers and Grilled All-Beef Hot Dogs (one per guest)

CHOICE OF TWO SIDES:
Baked Beans with Bacon (vegetarian available upon request), Coleslaw, Watermelon, or Potato Salad

CONDIMENTS & EXTRAS:
Lettuce, Tomato, Pickles, Cheese, Onion, Mustard, Relish, Mayonnaise, and Ketchup

TAILGATE PARTY 18.95 per guest
MEAL:
Chicken Wings; Hot Italian Sausage with Peppers, Onions, and Marinara Sauce; Cheese Quesadillas; and Potato Wedges

WESTERN 19.50 per guest
MEAL:
Pulled Pork and BBQ Chicken

SIDES:
Baked Beans with Bacon (vegetarian available upon request), Coleslaw, Potato Salad, and Cornbread
## PICNIC À LA CARTE

**REGULAR PIEROGIES**
- 36.00 per order
  - (Serves 25. Two per guest.)
  - Served with Onions and Sour Cream

**MINI PIEROGIES**
- 17.00 per order
  - (Serves 25. Two per guest.)
  - Served with Onions and Sour Cream

**HAMBURGER**
- 4.50 each

**TURKEY BURGER**
- 2.50 each

**HOT DOG**
- 1.80 each

**VEGGIE BURGER**
- 2.15 each

**GRILLED PORTOBELLO MUSHROOM**
- 2.50 each

**BBQ CHICKEN**
- 3.25 per guest

**MARINATED CHICKEN BREAST (4 OZ.)**
- 3.00 each

**CHICKEN KEBABS**
- 4.25 each
  - (1 skewer per guest)

**BEEF KEBABS**
- 5.50 each
  - (1 skewer per guest)

**VEGETABLE KEBABS**
- 4.00 each
  - (1 skewer per guest)

**WATERMELON (SEASONAL)**
- 1.80 per guest

**BAKED BEANS WITH BACON**
- 1.30 per guest
  - (Vegetarian available upon request)

**ACCOMPANYING SALADS**
- 2.05 per guest
  - Coleslaw, Pasta, Macaroni, Marinated Vegetable, or Broccoli
## SWEETS AND SNACKS

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<th>Item</th>
<th>Price</th>
<th>Notes</th>
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<td><strong>CUPCAKES</strong> 19.00 per dozen</td>
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<td>Yellow, Chocolate, and Red Velvet</td>
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<td><strong>FUDGE BROWNIES</strong> 11.00 per dozen</td>
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<td><strong>BROWNIE BITES</strong> 25.00 per order</td>
<td>(Serves 25 guests)</td>
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<td><strong>DESSERT BARS</strong> 13.65 per dozen</td>
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<td>Lemon Bars, Raspberry Squares,</td>
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<td>Orchard Bars, Oatmeal Raisin Bars,</td>
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<td>and Magic Bars</td>
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<td><strong>ASSORTED MINI CHEESECAKES</strong> 40.00</td>
<td>per order</td>
<td>(Serves 25 guests)</td>
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<td><strong>ASSORTED COOKIES</strong> 9.00 per dozen</td>
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<td><strong>EAT’N PARK SMILEY® COOKIES</strong> 1.85</td>
<td>(large)</td>
<td>1.25 mini</td>
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<td><strong>ASSORTED GOURMET COOKIES</strong> 11.00</td>
<td>per dozen</td>
<td>Pecan Tassies, Mini Lady Locks, and</td>
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<td>Assorted Kolache</td>
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<td><strong>RICE KRISPIES® TREATS</strong> 1.75 each</td>
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<td><strong>WHOLE FRUIT</strong> 1.20 each</td>
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<td><strong>MIXED NUTS</strong> 2.25 per guest</td>
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<td><strong>POTATO CHIPS</strong> 1.20 each</td>
<td>Individual bags</td>
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<tr>
<td><strong>POTATO CHIPS</strong> 1 lb. bag, 6.00 each</td>
<td>(Serves 4-6 guests)</td>
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<tr>
<td><strong>HOUSE-MADE POTATO CHIPS</strong> 2.35 per guest</td>
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<td><strong>HOUSE-MADE SWEET POTATO CHIPS</strong> 2.45</td>
<td>per guest</td>
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<tr>
<td><strong>HOUSE-MADE CHIPS</strong></td>
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<tr>
<td>LARGE 62.85</td>
<td>SMALL 36.60</td>
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<tr>
<td>(Serves 40-50)</td>
<td>(Serves 20-30)</td>
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<tr>
<td><strong>HOUSE-MADE RANCH DIP</strong> 3.50 each</td>
<td>16 oz.</td>
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<tr>
<td><strong>PRETZELS</strong> 1.20 each</td>
<td>Individual bags</td>
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<tr>
<td><strong>PRETZELS</strong> 5.19 each</td>
<td>(1 lb. bag serves 4-6 guests)</td>
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<tr>
<td><strong>SNACK MIX</strong> 10.50 each</td>
<td>(2 lb. bag serves 8-12 guests)</td>
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<tr>
<td><strong>MINI GOURMET PASTRIES</strong> 14.70 per dozen</td>
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<td>Chocolate Harlequin Triangles, Lemon Tartlets, NY Cheesecake Bites, and Fruit Tarts</td>
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BEVERAGES

BOTTLED WATER 1.79 per bottle
ISLAND FRUIT PUNCH 10.25 per gallon*
LEMONADE 10.25 per gallon*
SPARKLING CRANBERRY PUNCH 16.50 per gallon*
ARNOLD PALMER 10.25 per gallon*
  1/2 Lemonade, 1/2 Unsweetened Iced Tea
APPLE CIDER 12.50 per gallon*
  Served hot or cold. Only available in season.
FRESHLY BREWED ICED TEA 10.25 per gallon*
  Unsweetened
CANNED ICED TEA 1.20 per can
CANNED SODA 1.20 per can
FLAVORED WATER 4.50 per gallon*
  (Minimum 3 gallon purchase)
  Orange-Mint, Lemon-Basil, or Cucumber-Melon
HOT CHOCOLATE 14.95 per gallon*
COFFEE, DECAF COFFEE, AND HOT TEA 15.75 per gallon*

*One gallon serves 15 eight-ounce cups or glasses.
MEETING BREAKS

MAKE-YOUR-OWN TRAIL MIX 5.15 per guest

PIZZA PLUS 8.90 per guest
(15 guests minimum. Two slices per guest.)
Pizza with assorted Toppings. Includes assorted Sodas, Bottled Water, and Potato Chips.

ICE CREAM SOCIAL 5.50 per guest
(50 guests minimum)
Chocolate and Vanilla Ice Cream with five assorted Toppings. Includes assorted Sodas and Bottled Water.

THE SWEET SPOT 7.75 per guest
Bite-sized Desserts, including assorted Butter Cookies, Mini Cheesecakes, Brownie Bites, and a Fruit Tray.

HEALTHY BREAK 7.25 per guest
Fruit Skewers with Yogurt Dip, Vegetable Crudités with Ranch Dip, and assorted Granola Bars. Includes Bottled Water.

SWEET & SALTY 6.25 per guest
Mixed Nuts, Pretzels, or Potato Chips with Dip, and Freshly Baked Cookies or Brownies. Includes assorted Sodas and Bottled Water.

COOKIE BREAK 4.75 per guest
Freshly Baked Chocolate Chip Cookies, Brownies, and Rice Krispies® Treats. Includes assorted Sodas and Bottled Water.

POPCORN BAR 3.70 per guest
Choice of three seasoning blends: Italian Herb, Smoky Curry, Cinnamon Sugar, Nacho, Ranch, Mexican Chocolate, BBQ, or Southwestern.
All Hors d’Oeuvres are priced per 25 pieces. Allow 5–6 pieces per guest per hour for stationary food displays. Allow 3–4 pieces per guest per hour for passed Hors d’Oeuvres.

**HOT HORS D’OEUVRES**

**ASSORTED MINI QUICHE** 46.50

**CHICKEN WINGS** 33.50
Mild, Hot, BBQ, Teriyaki, or Sweet Chili, served with Bleu Cheese and Celery

**COCKTAIL MEATBALLS** 18.00
(Minimum of two orders per flavor)
Teriyaki, Sweet & Sour, BBQ, or Italian

**COCONUT CHICKEN** 48.00
With Sweet Chili Sauce

**SCALLOPS WRAPPED IN BACON** 49.00

**MINI LUMP CRAB CAKES** 52.00
With Creole Mustard Sauce

**MINI WILD MUSHROOM TARTLETS** 42.75

**POT STICKERS** 42.00
Chicken, Pork, or Vegetable, with Soy Glaze

**VEGETABLE EGG ROLLS** 44.50
With Sweet & Sour Sauce

**STUFFED MUSHROOMS** 42.50
Crab, Boursin Cheese, or Italian Sausage

**COLD HORS D’OEUVRES**

**FRESH FRUIT SKEWERS** 42.75

**FRESH MOZZARELLA, TOMATO & BASIL SKEWERS** 46.25

**SUSHI** 44.25
California, Vegetarian, Shrimp, or Spicy Tuna Rolls

**ITALIAN SKEWERS** 40.55
Cheese Tortellini, Cubed Salami, Sun-Dried Tomato, Fresh Basil Leaf, drizzled with Italian Vinaigrette

**MEDITERRANEAN SKEWERS** 40.55
Marinated Artichoke Hearts and Mushroom, Fresh Mozzarella, Red Pepper, drizzled with Balsamic Reduction

**GREEK SKEWERS** 40.55
Grape Tomato, Kalamata Olive, Cucumber Slice, Feta Cheese, drizzled with Oregano Olive Oil

**TOMATO & BASIL BRUSCHETTA** 41.25
DIPS & SPREADS

All Dips and Spreads serve 25 guests unless otherwise stated.

HOT SPINACH & ARTICHOKE DIP 45.25
Served with Pita Chips

HOT BUFFALO CHICKEN DIP WITH BLEU CHEESE 45.25
Served with Pita Chips

WHITE BEAN DIP 40.00
Served with Pita Chips

SPINACH PARMESAN DIP 41.70
Served with Crostini

SOUTHWESTERN DIP 43.45
Served with Tortilla Chips

SUN-DRYED TOMATO & GOAT CHEESE SPREAD 50.90
Served with Crostini

TRADITIONAL HUMMUS 45.00
Served with Pita Chips

ROASTED RED PEPPER HUMMUS 45.00
Served with Pita Chips

HERB & DRIED FRUIT SPREAD 43.30
Served with Toasted Baguette Slices

TORTILLA CHIPS AND SALSA 35.25
All Platters serve 25 guests unless otherwise stated.

**DOMESTIC CHEESE BOARD** 74.75

**IMPORTED CHEESE BOARD** 105.50

**BAKED BRIE** 50.75
With Raspberry Marmalade in Puff Pastry

**FRESH CRUDITÉ PLATTER** 74.50
With House-Made Ranch Dip

**FRESH SLICED FRUIT PLATTER** 88.25
Served with Yogurt Dip

**MONTAGE OF FRUIT, CHEESE, AND VEGETABLES** 82.85

**VEGETABLE TRIO** 62.85
Carrot Sticks, Celery Sticks, and Cherry Tomatoes served with House-Made Cucumber-Dill Yogurt Dip

**ANTIPASTI PLATTER** 95.50
Assorted Cured Meats and Cheeses

**MINI SANDWICH PLATTER** 51.75
(24 sandwiches)
Assortment of Turkey, Ham, and Roast Beef (Hummus upon request), served on small Split Rolls with Cheese, Lettuce, and Condiments

**MINI SALAD SANDWICHES** 41.00
(24 sandwiches)
Choice of three Salads (Egg, Chicken, Tuna, or Ham Salad) served on small Potato Rolls
STATIONS

MAC & CHEESE STATION
Reception portion, 6.50 per guest
Entrée portion, 8.50 per guest
Choice of four toppings: Crumbled Bacon, Peas, Grated Parmesan Cheese, Steamed Broccoli, Hot Sauce, Salsa, Jalapeños, Chopped Cherry Tomatoes, Diced Green Onions, Crushed Potato Chips, Pretzels, or Tortilla Chips
Add Diced Ham, Chopped Chicken, Ground Beef, or Tuna for an additional 1.55 per guest

SPUDS STATION
6.50 per guest
Add a second Potato and Two Toppings for an additional 1.75 per guest

NACHO STATION
Reception portion, 5.00 per guest
Entrée portion, 7.00 per guest
Tortilla Chips and Queso with choice of four Toppings: Shredded Cheddar Cheese, Black Beans, Jalapeños, Diced Green Onions, Salsa, Guacamole, Black Olives, Sour Cream, Chopped Cherry Tomatoes, Banana Peppers, Cilantro, Green Peppers, Red Onions, or Corn Kernels
Add Taco Meat, Shredded Chicken, or Shredded Pork for additional 1.55 per guest
All Main Course menus include: Dinner Rolls and Butter, Choice of Garden, Classic Caesar or Spinach Salad, Two Sides, Standard Lunch or Dinner Desserts, Coffee, Decaf Coffee, Tea, and Iced Tea. Same sides for all guests. Maximum of three entrées per event. Lunch portions are available until 2:00p. All prices are per guest.

<table>
<thead>
<tr>
<th>SERVED CHICKEN ENTRÉES</th>
<th>LUNCH</th>
<th>DINNER</th>
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</thead>
<tbody>
<tr>
<td>ITALIAN STUFFED CHICKEN BREAST</td>
<td>18.25</td>
<td>25.00</td>
</tr>
<tr>
<td>Chicken Breast stuffed with Roasted Mushrooms, Fontina Cheese, and Fresh Herbs with Rosemary Jus</td>
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<tr>
<td>MEDITERRANEAN SEARED CHICKEN BREAST</td>
<td>18.25</td>
<td>25.00</td>
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<tr>
<td>Sautéed Chicken Breast, Artichoke Heart, Sun-Dried Tomato, and Basil with a White Wine Sauce</td>
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<tr>
<td>CHICKEN FLORENTINE</td>
<td>18.25</td>
<td>25.00</td>
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<tr>
<td>Oven-Roasted Breast of Chicken stuffed with a blend of Spinach, Feta, and Parmesan Cheese with Madeira Sauce</td>
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<tr>
<td>BALSAMIC-GLAZED CHICKEN</td>
<td>18.25</td>
<td>25.00</td>
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<tr>
<td>Pan-Fried Chicken Breast topped with Balsamic Vinegar Glaze and Fire-Roasted Grape Tomatoes</td>
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<tr>
<td>GRILLED CHICKEN PARMESAN</td>
<td>18.25</td>
<td>25.00</td>
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<tr>
<td>Italian Herb-Marinated Chicken Breast topped with Marinara Sauce and Three Cheeses</td>
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<tr>
<td>CHICKEN MARSALA</td>
<td>18.25</td>
<td>25.00</td>
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<tr>
<td>Sautéed Chicken served in a Marsala Mushroom Wine Sauce</td>
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<tr>
<td>FRESH GARDEN HERB &amp; OLIVE OIL CHICKEN BREAST</td>
<td>18.25</td>
<td>25.00</td>
</tr>
<tr>
<td>Char-Grilled Chicken Breast tossed with Fresh Herbs and Extra Virgin Olive Oil</td>
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<td></td>
</tr>
<tr>
<td>PARMESAN-CRUSTED CHICKEN</td>
<td>18.25</td>
<td>25.00</td>
</tr>
<tr>
<td>Baked Breast of Chicken with a Panko and Parmesan-Crust, served with an Herb Cream Sauce</td>
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</tbody>
</table>
SERVED SEAFOOD ENTRÉES

SESAME-CRUSTED AHI TUNA
White & Black Sesame-Crusted Tuna Steak finished with a Soy-Wasabi Drizzle (served medium rare)  
34.50 37.25

ADOBÓ SALMON
Grilled Fillet of Salmon basted in an Adobo Barbecue Sauce  
21.25 28.75

HERB-CRUSTED SALMON
Oven-Roasted Salmon with Fresh Herb Crust, topped with Red Pepper Coulis  
21.25 28.95

CITRUS TILAPIA
Fillet of Tilapia topped with Pineapple Salsa  
19.00 26.00

LUMP CRAB CAKE
Fresh Crab Meat with our special blend of Seasonings, served with a Creole Mustard Sauce  
22.00 28.25

SERVED PORK ENTRÉES

CHIPOTLE PORK TENDERLOIN
Cumin & Chipotle-Rubbed Pork Tenderloin, grilled and topped with a Chipotle BBQ Sauce  
17.50 23.75

PEPPERCORN-CRUSTED PORK TENDERLOIN
Pan-Seared, Pepper-Crusted Pork Tenderloin topped with Roasted Mushrooms  
17.50 23.75

STUFFED PORK LOIN
Pork Loin Stuffed with Wild Rice and Dried Fruit, served with a Cherry Reduction  
18.60 25.30
SERVED BEEF ENTRÉES

GRILLED FILET MIGNON
With a Cabernet Sauvignon Demi-Glace
27.50 35.25

GORGONZOLA-CRUSTED FILET MIGNON
Gorgonzola & Pine Nut-Crusted Filet Mignon served with Shallot Demi-Glace
28.00 35.00

ROASTED TENDERLOIN OF BEEF
Oven-Roasted Filet Mignon, sliced and topped with Brown Sauce
27.00 34.25

MONTREAL FLANK STEAK
Marinated with a blend of Garlic Red Wine Vinegar and Spices, and Thinly Carved
19.95 28.00

SERVED VEGETARIAN ENTRÉES

PARMESAN POLENTA WITH VEGETABLE RAGOÛT
Cheesy Cornmeal Polenta Cake topped with Stewed Vegetables
17.50 21.50

RATATOUILLE & GOAT CHEESE CASSEROLE
Thinline Sliced Eggplant, Roasted Red Peppers, Zucchini, Squash, Red Onion, and Goat Cheese, layered with Garlic, Olive Oil, and Fresh Herbs, lightly roasted and topped with a drizzle of Balsamic Reduction
17.50 21.50

VEGETABLE QUICHE
A savory mixture of Eggs, Cheese, and Fresh Vegetables baked in a Pie Shell
17.50 21.50

MUSHROOM RISOTTO
Creamy Arborio Rice with Pennsylvania Mushrooms and Asiago Cheese
17.50 21.50

STUFFED PORTOBELLO MUSHROOM
Portobello Mushroom stuffed with Spinach, Roasted Red Peppers, Fontina and Parmesan Cheese
17.50 21.50
## SERVED PASTA ENTRÉES

<table>
<thead>
<tr>
<th>Item</th>
<th>LUNCH</th>
<th>DINNER</th>
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</thead>
<tbody>
<tr>
<td><strong>MUSHROOM RAVIOLI</strong></td>
<td>17.50</td>
<td>21.50</td>
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<tr>
<td>Ravioli stuffed with Mushrooms and tossed in a Roasted Red Pepper Cream Sauce</td>
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<tr>
<td><strong>LASAGNA WITH MEAT SAUCE (10 guests minimum)</strong></td>
<td>17.50</td>
<td>21.50</td>
</tr>
<tr>
<td>Layers of Ground Beef, Ricotta Cheese, House-Made Marinara Sauce, Mozzarella, and Parmesan Cheese</td>
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<tr>
<td><strong>SUN-DRIED TOMATO &amp; MASCARPONE RAVIOLI</strong></td>
<td>17.50</td>
<td>21.50</td>
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<tr>
<td>With a Tomato-Basil Cream Sauce</td>
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<tr>
<td><strong>VEGAN PENNE PASTA</strong></td>
<td>16.00</td>
<td>20.00</td>
</tr>
<tr>
<td>Whole Wheat Penne Pasta with Roasted Vegetables, Spinach, and Mushrooms, tossed with sliced Garlic, Olive Oil, and Crushed Red Pepper Flakes</td>
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<td></td>
</tr>
<tr>
<td><strong>VEGETABLE LASAGNA (10 guests minimum)</strong></td>
<td>17.95</td>
<td>21.75</td>
</tr>
<tr>
<td>Seasonal Vegetables with layers of Pasta and Cheese in a White Sauce</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>MEDITERRANEAN PENNE PASTA</strong></td>
<td>16.75</td>
<td>20.50</td>
</tr>
<tr>
<td>Sun-Dried Tomatoes, Kalamata Olives, and Artichoke Hearts in a Fresh Basil-Garlic Sauce</td>
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</tbody>
</table>
BUFFETS

PREMIUM BUFFET  Lunch 31.00 per guest  |  Dinner 36.00 per guest
(25 guests minimum)
Includes choice of two entrées; choice of Mixed Greens with Red Onion, Dried Cranberries, Sugared Almonds, and House-Made Balsamic Vinaigrette, or Classic Caesar Salad; choice of three side dishes; Dinner Rolls and Butter; choice of two Premium Desserts; Coffee, Iced Tea, and Water.
Add a third entrée selection for an additional 3.50 per guest.

CHICKEN MARSALA
Sautéed Chicken served in a Marsala Mushroom Wine Sauce

BALSAMIC-GLAZED CHICKEN
Pan-fried Chicken Breast topped with Balsamic Vinegar Glaze and Fire-Roasted Grape Tomatoes

FLANK STEAK ROULADE
Roasted Steak stuffed with Sun-Dried Tomatoes and Mushrooms, topped with Caramelized Onion Jus

HERB-CRUSTED SALMON
Oven-roasted Salmon with Fresh Herb Crust, topped with Red Pepper Coulis

LUMP CRAB CAKE
Fresh Crab Meat with our special blend of seasonings, served with a Creole Mustard Sauce

STUFFED PORK LOIN
Pork Loin stuffed with Wild Rice and Dried Fruit, served with a Cherry Reduction

RATATOUILLE & GOAT CHEESE CASSEROLE
Thinly sliced Eggplant, Roasted Red Peppers, Zucchini, Squash, Red Onion, and Goat Cheese, layered with Garlic, Olive Oil, and Fresh Herbs, lightly roasted and topped with a drizzle of Balsamic Reduction

MUSHROOM RAVIOLI
Ravioli stuffed with Mushrooms and tossed in a Roasted Red Pepper Cream Sauce
BUFFETS

STANDARD BUFFET  Lunch 21.75 per guest  |  Dinner 30.00 per guest
(25 guests minimum)
Includes choice of two entrées; Garden Salad with two Dressings; choice of two side
dishes; Dinner Rolls and Butter; two standard Desserts; and Coffee, Iced Tea, and Water.
Add a third entrée selection for an additional 3.00 per guest.

PARMESAN-CRUSTED CHICKEN
Boneless Breast of Chicken with a Panko and Parmesan Crust, served with an Herb
Cream Sauce

CHICKEN FLORENTINE
Oven-roasted Breast of Chicken stuffed with a blend of Spinach, Feta, and Parmesan
Cheese with Madeira Sauce

FRIED CHICKEN
Choice of Buttermilk, Buffalo, or Southern-Style

BRAISED BEEF TIPS
Cubed Roast Beef braised in its own juices until tender, finished with Mushrooms and
Red Wine, and served over Egg Noodles

CITRUS TILAPIA
Fillet of Tilapia topped with Pineapple Salsa

VEGAN PENNE PASTA
Whole Wheat Penne Pasta with Roasted Vegetables, Spinach, and Mushrooms, tossed
with Sliced Garlic, Olive Oil, and Crushed Red Pepper Flakes

VEGETABLE LASAGNA
Seasonal Vegetables with layers of Pasta and Cheese in a White Sauce
SIDE DISHES
Please select two Sides from the lists below to complement your meal.

LUNCH
• White or Brown Rice
• Broccoli Salad
• Country Potato Salad
• Fruit Salad
• Coleslaw
• Confetti Pasta Salad
• Chef’s Choice of Hot Side
• Steamed Broccoli
• Yukon Gold Smashed Potatoes
• Maple-Glazed Sweet Potato
• Baked Potato
• Sautéed Zucchini and Yellow Squash

DINNER
• Roasted Garlic Smashed Potatoes
• Mashed Potatoes
• Roasted Potatoes
• Rice Pilaf
• Basmati Rice Pilaf
• Long Grain & Wild Rice Medley
• Israeli Couscous
• Penne Pasta with Garlic Butter & Herbs
• Honey-Glazed Carrots
• Green Beans and Red Peppers
• Seasonal Vegetable Medley
• Broccoli & Cauliflower Blend
• Stir-Fry Vegetables
• Steamed Carrots
DESSERTS

PREMIUM DESSERTS
Upgrade your Standard Dessert to a Premium selection for 2.90 per guest. Upgrade Cookies and Brownies to a Premium Dessert for 3.95 per guest.

TIRAMISU LADY FINGERS
Soaked with Kahlua®, Mascarpone Cheese, Pastry Cream, Fresh Whipped Cream, and Shaved Chocolate

MOCHA BUTTERCREAM TORTE
Three thin layers of Chocolate Cake soaked with Kahlua® Syrup, Chocolate Ganache, and Mocha Syrup

TOASTED ALMOND TORTE
Two layers of Almond Cake with Pastry Cream Filing, Buttercream Icing, topped with Sugared Toasted Almonds

CHOCOLATE KAHLUA® CHEESECAKE
Deep rich Chocolate Cheesecake with just the right touch of Kahlua®

BOURBON PECAN PIE
Garnished with Whipped Cream

LEMON ANGEL FOOD CAKE
With Lemon Chiffon Filling and Fresh Berries

FLOUR-LESS CHOCOLATE CAKE
Dense Chocolate Cake garnished with Whipped Cream and Macerated Berries

STANDARD DESSERTS
Upgrade Cookies and Brownies to a Standard Dessert selection for 1.25 per guest.

LUNCH DESSERTS
Choice of Apple Pie, Cherry Pie, Lemon Meringue Pie, Chocolate or Strawberry Mousse, Carrot Cake, Double Chocolate Cake, or Coconut Cake

DINNER DESSERTS
Choice of Blueberry Pie, Key Lime Pie, Chocolate or Banana Cream Pie, Plain Cheesecake with Fruit Topping, Chocolate Chip Cheesecake, Chocolate Cake with Peanut Butter Frosting, German Chocolate Cake, or Strawberry Trifle
DESSERTS CONT.

CELEBRATION CAKES

16" CHOCOLATE CHIP COOKIE CAKE 17.25
(Serves 12 to 16 guests)

9" 2-LAYER CAKE 27.00
(Serves 8 to 10 guests)

10" 2-LAYER CAKE 31.00
(Serves 10 to 12 guests)

9" 3-LAYER CAKE 30.00
(Serves 8 to 10 guests)

10" 3-LAYER CAKE 35.00
(Serves 10 to 12 guests)

QUARTER SHEET CAKE 30.35
(Serves 18 to 22 guests)

HALF SHEET CAKE 47.00
(Serves 30 to 35 guests)

FULL SHEET CAKE 87.00
(Serves 60 to 70 guests)

Choice of Yellow, White, Chocolate, or Red Velvet Batter. All cakes include Buttercream Icing, basic inscription, and decorating.

Add 5.25 for Half & Half Batter or Marble Batter. Add 10% upcharge for Fruit Filling or Chocolate Icing. Contact the Catering Office for pricing of any additional services.
All alcoholic beverages* must meet the requirements set forth by Duquesne University.

BARTENDERS RATED HOURLY
Bartenders are required where alcoholic beverages are served. They will be supplied at an hourly rate. A three hour minimum, including one hour set-up and one hour breakdown per bartender, will be charged. One bartender per seventy-five guests. Bartenders will be supplied at a rate of 25.00 per hour, with a three hour minimum.

Bar service outside of the Duquesne Union Building and Power Center Ballroom will require an additional charge of 1.50 per guest.

STANDARD BAR SET-UP* 4.25 per guest
Includes glassware or clear plastic cups, cocktail napkins, stirrers, basic bar fruit, carbonated mixers, appropriate juices, assorted sodas, sour mix, water, ice, and chips or pretzels.

WINE & BEER BAR SET-UP* 3.75 per guest
Includes glassware or clear plastic cups, cocktail napkins, stirrers, assorted sodas, tonic water, club soda, water, ice, lemons, and limes.

NO FRILLS BAR SET-UP* 1.85 per guest
(When non-alcoholic beverages are included with dinner)
Includes glassware or clear plastic cups, cocktail napkins, stirrers, water, and ice.
CATERING GUIDELINES

UNIVERSITY CATERING POLICY
Parkhurst Dining is proud to be the exclusive caterer of Duquesne University. All external groups are required to coordinate their on-campus catering needs with Parkhurst/Duquesne Catering Services. No outside food or beverages may be brought on the campus without prior written approval of the Catering Office.

ORDERING CATERING
Parkhurst prepares all of its food fresh, from scratch. In order to plan and schedule properly, CATERING ORDERS MUST BE PLACED TWO (2) WEEKS PRIOR TO YOUR EVENT. During busy times of the year (i.e., graduation, homecoming) and/or for special menu requests, we will need more advance notice. If contact is less than two (2) weeks, every attempt will be made to satisfy your needs for the event, but menu selection or any special requests cannot be guaranteed. If an order is placed three (3) business days or less prior to your event, an additional 10%, with a minimum of 10.00, will be added to the price, and menu selections may be limited.

Consult with the Catering Services staff about any special needs, allowing adequate time for planning and preparation (e.g., special linens, flowers, room configurations, and the like). The Catering Office is located in Room 318 on the third floor of the Duquesne Union Building and is open Monday–Friday, 8:00a–4:00p.

PLACING A CATERING ORDER ON CATERTRAX
CaterTrax is the university's convenient online system for placing all catering orders, large or small. The Catering Office will create an account for all external events and enter all catering details in the system. External clients will be able to track, manage, and request changes to orders. CaterTrax is used worldwide at some of the top colleges and universities, businesses and industries, and sports and leisure venues. Simply create an account, then place any order up to 18 months in advance. You may track, manage, and repeat orders. Feel free to contact the Catering Office with any questions about CaterTrax.
MINIMUM ORDER
Parkhurst/Duquesne Catering Services is available to service the smallest to the largest event. However, we require 15 guests minimum for buffets and 10 guests minimum for all other catering. Service for fewer than the minimum amount of guests will incur a 5% surcharge.

ROOM/EVENT RESERVATIONS
Room reservations, audio-visual equipment, and table set-up needs are handled through the university's Events Office, 412.396.6033. If the event is not affiliated with Duquesne University, please call Conference Services at 412.396.1175. For events in the Power Center Ballroom, please contact the university's Event Coordinator at 412.396.3516. Room reservations need to be made before contacting the Catering Office. Please inform the university's Events Office of any room set-up needs, such as tables, trash receptacles, and so on. Catering does not provide these items. Please also inform the university's Events Office of any changes in counts, set-up, and the like.

PLEASE BE PREPARED TO PROVIDE THE FOLLOWING INFORMATION
• Theme or purpose of event
• Special layout needs (reserved seating, head tables, linen needs)
• China or disposable table service
• Special diet considerations, food allergies
• Seasonal food availability
• Weather: Is a rain site required?
• Program details — awards ceremonies, speakers, and so on
• Will alcohol be served?
• Any VIP guests?
• Budget parameters
• Form of payment
• Style of service (i.e., served, buffet, carryout, delivery, set-up)
• Confirmations

After the arrangements have been made, either a copy of the Banquet Event Order (BEO) or CaterTrax confirmation will be emailed to you. Once received, BEO/CaterTrax is the contract. Please review it carefully and if everything is correct, please email catering@duq.edu, or call the Catering Office at 412.396.6623, to confirm at least five (5) business days prior to your event. Email approval is allowed for most university events. If the BEO still requires last-minute adjustments, please contact the Catering Office.
**FINAL GUEST COUNT/CHANGES**
When booking the event, the expected guest count should be as accurate as possible. This number should be within 20% of your final guarantee to insure that no unnecessary costs are incurred by Catering. Please call or email the Catering Office with the guaranteed number of guests at least five (5) business days prior to the event.
Alterations to the order, including count changes and times, must either be emailed back to catering@duq.edu, placed with a Change Request on CaterTrax, or called in to us at 412.396.6623. Parkhurst/Duquesne Catering Services will plan, invoice, and purchase food based on the supplied count. Adjusting the number may incur an additional charge if changes are made after the deadline. Payment must be made in full at least five (5) business days prior to the event date.

**CANCELLATIONS**
In the event of cancellations, notification is required a minimum of three (3) business days prior to the event. Failure to inform our department of cancellation will result in billing for fifty percent (50%) of the function, and for any specialty products ordered for the event.

**ROOM ACCESS**
We do not have key access to many rooms or buildings on campus. It is the client's responsibility to make sure that facilities are open at least 30 minutes prior to the order time for efficient set-up of the event. An additional service fee may be incurred if Catering Services has to come back or wait for a room or building to be opened.

**SPECIAL DIETARY RESTRICTIONS**
It is the responsibility of the event host to determine if any special menus are needed for their guests. We are able to accommodate nearly any special meals with advance notice. Specific information regarding the guests' names and dietary requirements must be provided to the Catering Office at least three (3) business days in advance. Last minute orders take time to prepare and the guests may have to wait for their meals or we may not be able to meet the requirements of the guests, depending on the requests. If you are unsure of your guests' preferences, we recommend that you order extra meals to accommodate the growing number of vegetarian and gluten-free requests.
LEFTOVER FOOD & BEVERAGES
State of Pennsylvania regulations do not allow us to release leftover food to you or your guests. Food items must be properly chilled, stored, heated, and served. When food is not handled correctly, it is very susceptible to foodborne illness. We cannot ensure that proper safety measures are followed after the food leaves the monitored and controlled environment of the event, thus creating a health concern.

CHINA/GLASSWARE
Events held within the Duquesne Union Building or Power Center Ballroom will be provided with china unless otherwise designated or at the discretion of the Catering Office. Events held in other areas will be provided with disposable ware unless otherwise requested or at the discretion of the Catering Office.

On campus, china and glassware service outside the Duquesne Union Building and Power Center Ballroom will require an additional charge of 1.50 per person with a 30-person minimum.

Parkhurst/Duquesne Catering Services embraces a sustainable ideology by offering an array of environmentally friendly service ware. Costs of these product lines fluctuate. Please discuss these products for the event with the Catering Office.

ATTENDANTS/WAIT STAFF
All meal prices include attendants and culinary professionals appropriate for the guest count. If an attendant is requested for an event not requiring normal wait staff service, 22.00 per hour per attendant will be charged. Culinary professional fees are 32.00 per hour. Attendant/culinary fees include set-up and cleanup times. Additional charges will be incurred if the event is held off-campus.

Attendants and wait staff at your event will be at the discretion of the Catering Office. Any catered event for more than 25 guests will require wait staff when deemed necessary by the Catering Office.

LINENS
House linens are included in the price of food events (hot breakfast, lunch, and dinner functions). Continental breakfasts, coffee/afternoon breaks, and cocktail receptions will include linen for the food tables only. House linens are standard white lap-length tablecloths with choice of white, navy, or red cloth napkins. Additional house linens required for extra tables, such as registration, vendors, set-up, and the like, will be charged a nominal fee of 2.89 each. Other sizes and colors of linen may be ordered upon your request and will be charged accordingly (average price is 7.50–15.00 each). Please call the Catering Office at 412.396.6623 for more information and options.
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. All prices in this guide are based upon service within the Duquesne University campus.

SALES TAX
A 7% sales tax will be charged to all external events. If you or your organization are/is tax exempt, a copy of your tax exempt certificate will be required prior to your event.

PICK-UP ORDERS
Pick-up location is in the Catering kitchen on the second floor of the Duquesne Union Building (double doors under Starbucks® steps). A copy of your Banquet Event Order (BEO) or CaterTrax order MUST be presented to the kitchen staff before they can release your order. All pick-up orders will include disposable service; china plates are available for a rental fee. The responsibility for the prompt return of any equipment is the client's. There will be additional charges for any equipment that is damaged or not returned to the kitchen within two (2) business days. Please note: the Catering Office loans or rents equipment and supplies only when food is provided by Parkhurst/Duquesne Catering Services.

DELIVERY FEES
Drop-off Delivery Service (disposables, delivery, and set-up with no return for cleaning by our staff) — 13.50

Drop-off and Return Delivery Service (disposables, delivery, set-up, and return for cleaning by our staff) — 20.50

Off-Campus Events Special Event Delivery Fee (catering service to facilities outside of the Duquesne University main campus) — 150.00

Set up will occur at least 30 minutes before the event, as long as proper arrangements have been made. Standard delivery times are from 7:00a–7:00p. Any delivery before or after these times will incur an additional charge, depending on time, guest count, and location. Persons hosting an unstaffed "drop-off" event will assume responsibility for all catering equipment. Charges for missing equipment will be billed to the sponsoring department or group.
SERVICE CHARGE FOR ATTENDANT/WAIT STAFF EVENTS
For any event requiring more than basic delivery and set-up service, there will be an 18% service charge added to your final bill. This charge helps cover the costs of the hours needed to prepare and plan each function. It helps offset labor and administration costs, use of our equipment, kitchen essentials and preparation time, liability, and workers' compensation insurance fees, various supplies, and other operating expenses. The service charge is not a tip or gratuity for the benefit of employees.

EQUIPMENT RENTAL
Parkhurst/Duquesne Catering Services has an excellent inventory of catering equipment and service wares. Should your event require equipment or service wares in addition to our on-site inventory, the Catering Office would be happy to handle these arrangements. The cost of these rentals will be added to your final bill.

DEPARTMENT OF HEALTH POLICY
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.

ALCOHOLIC BEVERAGE POLICY
State law does not permit Duquesne University to provide alcoholic beverages to non-university events. However, non-university events receiving permission to have alcohol are required to use Duquesne University trained bartenders who are TIPS Certified. Non-university events must contact the catering office for information concerning Parkhurst Dining alcohol packages.

PAYMENT
Non-university groups are required to provide a 50% deposit two (2) weeks prior to the event date. The remaining balance will be due five (5) business days prior to event date, based upon the final guaranteed guest count. Additionally, non-university groups are subject to 7% sales tax, unless a tax-exempt certificate has been submitted.