



Elizabeth City State University

In Any Event

2019-2020 CATERING GUIDE

Elizabeth City State University Catering Services specializes in creative and exceptional catering presentations. We understand your need for consistent and prompt service.

Whether you are planning an executive meeting or staff luncheon, our friendly and courteous staff assures the success of your function. Should your plans include items or selections not listed, we will be happy to customize menus for you.

Thank you for the opportunity to serve you and your guests. We appreciate your interest in our catering services and we look forward to the opportunity to exceed your expectations.

If you have any questions, please feel free to contact us at

(252) 355-3129

ecsucatering@thompsonhospitality.com

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Signature Breakfasts

HEALTH-CONSCIOUS ASSORTED

Nutri-grain and granola bars (98-130 cal), and fresh-cut fruit (53 cal). Includes fresh coffee (2 cal), hot tea (2 cal), and orange juice (80 cal).

5.60 PER PERSON, 5 GUEST MINIMUM

COUNTRY BUFFET BREAKFAST

Choice of two: Scrambled eggs (190 cal), bacon (60 cal), ham (80 cal), or sausage (200 cal) with O'Brien hash browns (100 cal), buttermilk biscuits (200 cal) with spreads (50-110 cal), and fresh seasonal fruit (53 cal). Includes fresh coffee (2 cal), hot tea (2 cal), and orange juice (80 cal).

6.20 PER PERSON, 10 GUEST MINIMUM

THE TRADITIONAL BREAKFAST BUFFET

Choice of two: Pancakes (170 cal) or french toast (162 cal), scrambled eggs with peppers and cheese (81 cal), bacon (60 cal), sausage (200 cal), or ham (80 cal), seasoned country style potatoes (102 cal), seasonal fresh fruit (53 cal), and gourmet breakfast pastry display (290-390 cal). Includes premium roast coffee (2 cal), hot tea (2 cal), orange (80 cal) and apple juice (60 cal).

7.20 PER PERSON, 25 GUEST MINIMUM

Signature Breakfasts (Cont.)

All meals are served with high quality plastic and paper unless requested otherwise.

CONTINENTAL BREAKFAST

Assorted breakfast pastries (290–390 cal) and fresh fruit tray (52 cal). Includes fresh coffee (2 cal), hot tea (2 cal), and orange juice (80 cal).

5.15 PER PERSON, 5 GUEST MINIMUM

Add one hot item to continental breakfast: 5.90 per person
10 guest minimum, your choice of one item from the following:

- Scrambled Eggs 190 cal
- Sausage or Bacon 200/60 cal
- Cheese and Vegetable Strata 160 cal
- Cinnamon Raisin French Toast 162 cal

BREAKFAST SPECIALTIES (PER DOZEN)

ITEM	COST	CAL
Assorted Doughnuts	8.50	70 cal
House Muffins	9.55	270–281 cal
Breakfast Danish	7.20	290–390 cal
Mini-Bagels with Cream Cheese	8.75	269 cal
Tea Breads	9.90	296–310 cal







Hors D'oeuvres

When planning a cocktail party, a good estimate for quantities is as follows: Mid-Afternoon: 6–8 pieces per person, Before Dinner: 10–12 pieces per person, Evening: 8–10 pieces per person, Late Evening: 10–12 pieces per person. Hors d'oeuvres set-ups include high quality paper and plastic supplies.

PLEASE OBSERVE THE MINIMUM ORDER PER APPETIZER.

SILVER DOLLAR SANDWICHES — 100 COUNT (127–167 CAL)

Turkey, ham, or beef

44.54

MINI PORK EGG ROLLS — 50 COUNT (232 CAL)

Served with sweet and sour sauce

55.00

CHICKEN TENDERS — 50 COUNT (332 CAL)

Served with honey mustard, barbecue, or ranch dressing

77.20

QUICHE LORRAINE BITES — 50 COUNT (345 CAL)

74.00

SHRIMP COCKTAIL PLATTER — SERVES 25 (357 CAL)

Old Bay seasoned steamed shrimp served with a tangy cocktail sauce and lemon wedges

MARKET VALUE

BUFFALO CHICKEN WINGS — 100 COUNT (134 CAL)

Includes celery and bleu cheese dressing

75.20

PINWHEELS — 50 COUNT (115–146 CAL)

Ham and turkey or grilled vegetable

52.50

COCKTAIL MEATBALLS — 50 COUNT (121–177 CAL)

Barbecue, sweet and sour, or marinara

30.90

ALL MEALS ARE SERVED WITH HIGH QUALITY PLASTIC AND PAPER UNLESS REQUESTED OTHERWISE.

Boxed Lunches

Packaged in attractive disposable containers with a napkin and eating utensils. Includes potato chips, beverage and a cookie.

7.75 PER PERSON

CLUB WRAP (1245 CAL)

This delicious wrap includes ham, turkey, bacon, and swiss cheese topped with lettuce and tomato.

ITALIAN HOAGIE (1191 CAL)

A hoagie roll is topped with ham, turkey, salami, provolone cheese, lettuce, tomato, and Italian pepper relish.

VEGETABLE WRAP (1213 CAL)

A garlic-herbed wrap, stuffed with fresh seasonal vegetables and cheese.

MEDITERRANEAN CHICKEN WRAP (583 CAL)

Crispy chicken strips, shredded lettuce, tomato, cucumber, feta cheese, and oregano in a flour tortilla wrap.

DELI KAISER (1209–1233 CAL)

Select one: ham or turkey.

Distinguished Boxed Lunches

With a guest count of 50 or less, you may select two types of sandwiches. Includes potato chips, salad, gourmet cookie, and your choice of bottled water or carbonated soft drinks. With a guest count of over 50, you may select three types of sandwiches.

9.50 PER PERSON

ROAST BEEF AND SMOKED TURKEY BREAST (1401 CAL)

Roast beef and smoked turkey breast topped with cheddar cheese, roasted garlic mayonnaise, romaine lettuce and tomato.

BISTRO SANDWICH ON A BAGUETTE (1365 CAL)

Smoked turkey breast, honey ham and provolone cheese piled high. Topped with romaine lettuce, tomato and dijon mustard.

FIRE ROASTED VEGETABLE (1124 CAL)

Seasonal marinated vegetables roasted to perfection served on a wheat thin with homemade pesto and crisp romaine lettuce.

MEDITERRANEAN CHICKEN (1355 CAL)

Moist grilled chicken with hummus, olives, and mesclun lettuce greens on a soft herbed ciabatta bread.

Served Lunch Salads

Each menu selection includes fresh baked dinner rolls, beverage and one dessert. Split menus are available at an additional charge per person.

CHICKEN CAESAR SALAD (624 CAL)

Crisp romaine lettuce tossed with classic caesar dressing, topped with strips of grilled chicken breast and fresh grated parmesan cheese.

9.25 PER PERSON

GOURMET WALNUT SALAD (682 CAL)

Grilled chicken blended with crisp celery, onions, toasted walnuts, and a dijon mayonnaise served on a bed of lettuce with fruit garnish.

10.75 PER PERSON

GRILLED SALMON SALAD (558 CAL)

Grilled salmon filet over fresh baby spinach with citrus vinaigrette and red onions.

14.75 PER PERSON

CRISPY CHICKEN SALAD (494 CAL)

Tender spinach, red onions, and orange slices, all mixed with raspberry vinaigrette and topped with crisp chicken strips.

10.75 PER PERSON

SOUTHWEST STEAK SALAD (762 CAL)

Tender slices of beef layered over crisp greens, black beans, and corn with a chipotle dressing.

14.95 PER PERSON

ALL MEALS ARE SERVED WITH HIGH QUALITY PLASTIC AND PAPER UNLESS REQUESTED OTHERWISE.





Lunch & Dinner Buffets

Buffet includes lemonade, condiments, cookies, paper and plastic disposable service.

OF THIS EARTH

Includes brown rice pilaf (260 cal), red pepper and chick pea salad (253 cal), garden greens (8 cal), and toasted pita chips (90 cal).

Choose one:

Grilled herbed portobello mushrooms layered with sweet peppers, spinach and zucchini served over polenta (vegan) (425 cal)

Vegetable frittata with asparagus, peas, sweet onion and artichoke with fresh chopped herbs and parmesan (vegetarian) (345 cal)

13.75 PER PERSON

SOUTHERN HOSPITALITY

Pulled barbecue pork (280 cal) shoulder with Carolina honey mustard (134 cal), grilled chicken (210 cal), cheddar macaroni & cheese (150 cal), vegetarian baked beans (140 cal), cole slaw (120 cal), and corn bread (200 cal).

13.25 PER PERSON

GREEK CELEBRATION

Chicken Souvlakia (260 cal), gyros (435 cal), spanakopita with tomato, onion, and Tzatziki sauce (261 cal), served with Greek salad (450 cal) and pita bread (90 cal).

13.75 PER PERSON

BBQ COOKOUT (one meat per person)

Grilled hamburgers (340 cal), barbecued chicken (213 cal), and veggie burgers (287 cal), served with potato salad (280 cal), baked beans (130 cal), and corn on the cob (35 cal).

11.55 PER PERSON

ITALIANO

Your choice of meat (50 cal) or marinara sauce (15 cal), with penne pasta (320 cal) or spaghetti noodles (110 cal). Served with roasted Italian vegetables (45 cal), parmesan cheese (21 cal), garlic bread (220 cal), house salad (15 cal), and choice of two dressings (88–193 cal) or caesar salad (272 cal).

13.00 PER PERSON

MASHED POTATO BAR (640 CAL)

Roasted garlic and traditional mashed potatoes. Toppings include cheese sauce, chili, bacon bits, chopped green onions, sour cream and butter. Includes house salad with choice of dressing and dinner rolls.

10.99 PER PERSON

Add Soup for \$2.09 per person 40–150 cal Soup selection: Broccoli Cheese, Chicken Noodle, Vegetarian Soup

ALL MEALS ARE SERVED WITH HIGH QUALITY PLASTIC AND PAPER UNLESS REQUESTED OTHERWISE.



Buffet Creations

Buffet includes lemonade, condiments, cookies, paper and plastic disposable service. Your choice of one entrée, one salad, one vegetable, one rice or potato, and one dessert. Includes one beverage, dinner rolls and butter. **PRICE PER PERSON**

CLASSIC CREATIONS — 13.75 (CHICKEN, BONE-IN 9.50)

Entrées – Your Choice of One (160–300 cal)

Sliced Roast Beef Au Jus, Baked Atlantic Cod, Tuscan Style Chicken Breast, Baked Chicken, Roast Pork Loin, Vegetarian Lasagna.

Salad – Your Choice of One (15–150 cal)

Pasta Salad, Potato Salad, Tossed Salad*, Marinated Vegetable Salad.

Vegetable – Your Choice of One (23–149cal)

Buttered Corn, Green Beans Almandine, Seasonal Roasted Vegetable Medley, Lemon Dilled Carrots, Steamed Broccoli Florets or Cauliflower with Cheese.

Potatoes and Rices – Your Choice of One (83–383 cal)

Rice Pilaf, Potatoes Au Gratin, Wild Rice Blend, Scalloped Potatoes, Parsley New Potatoes, Roasted Garlic Mashed Potatoes, Rosemary Roasted Red Potatoes.

Dessert – Your Choice of One (280–390 cal)

Apple Cobbler, Cherry Crisp, Pumpkin Squares, Chocolate Mousse, Double Chocolate Cake.

**Select two dressings for your Tossed Salad: French, Ranch, Thousand Island, Raspberry Vinaigrette, Caesar, Fat-Free Italian. 88–193 cal.*

PREMIUM CREATIONS — 15.55

Entrées – Your Choice of One (134–420 cal)

Medallions of Beef Tenderloin, Hawaiian Chicken Breast, Sweet Maple Glazed Pork Medallions, Penne Pasta with Grilled Vegetables and Pesto; Chicken Alfredo with Spinach and Sun-Dried Tomatoes.

Salad – Your Choice of One (15–150 cal)

Pasta Salad, Potato Salad, Tossed Salad*, Marinated Vegetable Salad.

Vegetable – Your Choice of One (23–149 cal)

Buttered Corn, Green Beans Almandine, Seasonal Roasted Vegetable Medley, Lemon Dilled Carrots, Steamed Broccoli Florets or Cauliflower with Cheese.

Potatoes and Rices – Your Choice of One (83–383 cal)

Rice Pilaf, Potatoes Au Gratin, Wild Rice Blend, Scalloped Potatoes, Parsley New Potatoes, Roasted Garlic Mashed Potatoes, Rosemary Roasted Red Potatoes.

Dessert – Your Choice of One (280–390 cal)

Apple Cobbler, Cherry Crisp, Pumpkin Squares, Chocolate Mousse, Double Chocolate Cake.

ALL MEALS ARE SERVED WITH HIGH QUALITY PLASTIC AND PAPER UNLESS REQUESTED OTHERWISE.

Served Dinners

MINIMUM OF 25 GUESTS

These served dinners include caesar salad or tossed salad, a cold beverage, dessert and dinner rolls. The chef will select a potato or rice and vegetable to accompany your entrée selections. Split menus are available at an additional charge per person. China, stemware, and flatware are not included.

CHICKEN FLORENTINE (160 CAL)

Chicken breast filled with ham and spinach and topped with creamy cheese sauce and crisp bacon crumbles.

13.90 PER PERSON

GEORGIA PECAN ENCRUSTED CHICKEN BREAST (100 CAL)

Served with a mild sweet red pepper cream sauce.

14.00 PER PERSON

STUFFED TILAPIA (260 CAL)

Tender and flaky white fish filled with a crab and shrimp blend dressing.

16.00 PER PERSON

FILET MIGNON MARINATED MEDALLIONS OF BEEF (340 CAL)

Grilled and served over a sherry wine demi-glace (25 cal).

17.00 PER PERSON

GRILLED EGGPLANT PARMESAN (380 CAL)

Grilled garden fresh eggplant lightly breaded and served with a light tomato sauce.

12.00 PER PERSON

HONEY GLAZED SALMON (220 CAL)

Tender salmon filet marinated in herbs and spices finished with a succulent honey glaze.

15.00 PER PERSON

CHIPOTLE STEAK (390 CAL)

Three day marinated flank steak with fresh herbs and spices broiled to perfection and sliced thin.

15.00 PER PERSON

CITRUS PORK (290 CAL)

Tender center cut pork loin lacquered with a sweet and savory citrus marinade.

14.00 PER PERSON

SLOW ROASTED, GARLIC-INFUSED PRIME RIB (690 CAL)

Roasted prime rib served with au jus and horseradish.

19.00 PER PERSON



Snacks

ONE POUND SERVES APPROX. 15 GUESTS

PRICE PER POUND

Mixed Nuts	8.50	170 cal
Party Mix	8.50	147 cal
Pretzels	6.80	108 cal
Potato Chips	6.80	159 cal
Tortilla Chips	6.80	138 cal
Popped Popcorn	6.00	138 cal

PRICE PER PINT

French Onion Dip	3.40	151 cal
Salsa	3.40	9 cal
Pico de Gallo	3.65	7 cal

Sweet Snacks

INCLUDES PAPER PRODUCTS

PRICE PER DOZEN

Gourmet Cookies	10.97	276–335 cal
Frosted Cupcakes	20.75	107–185 cal
Chocolate Dipped Strawberries <i>(minimum order of four dozen)</i>	Market Price	69 cal

PRICE PER PERSON

Assortment of mini desserts <i>(two per person, varies on client's request)</i>	2.30	
Cake or pie slice	1.95	322–413 cal

Party Trays & Platters

SERVES 25 PEOPLE

CHEESE TRAY (185 CAL)

Assorted cheeses served with homemade flatbreads and garnished with grapes.

43.75

TACO DIP PLATTER (325 CAL)

Tortilla chips, bean dip, guacamole and sour cream topped with lettuce, tomato and cheddar cheese.

51.00

VEGETABLE TRAY WITH DIP (81 CAL)

Fresh seasonal vegetables served with ranch dressing.

47.90

FRUIT PLATTER (134 CAL)

Fresh seasonal fruit served with honey yogurt dip.

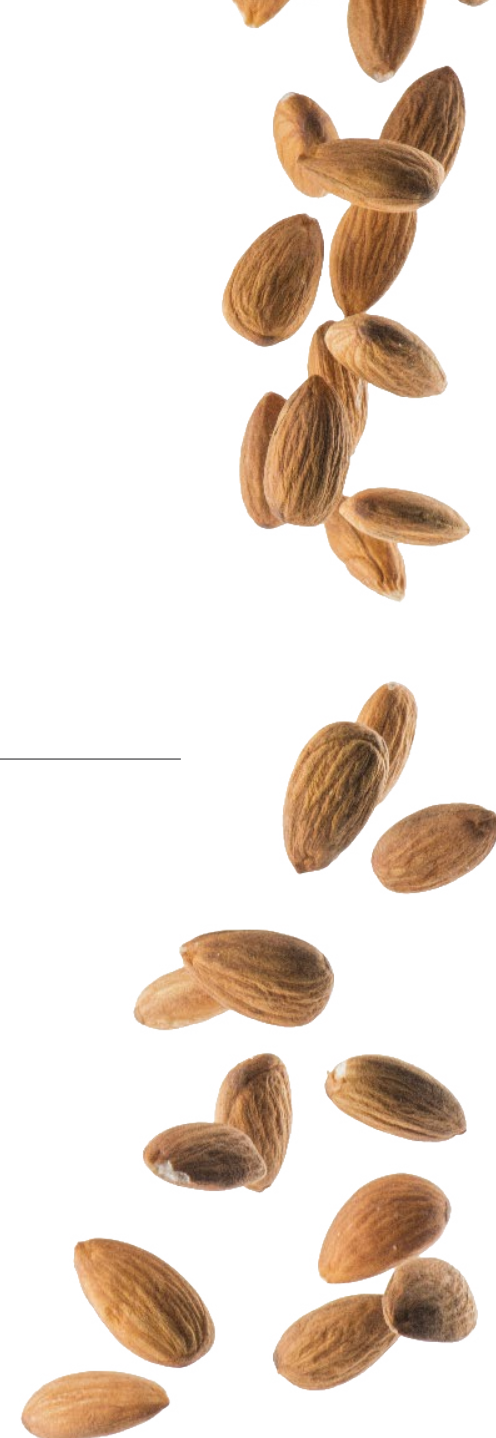
43.75

SPINACH DIP (50 CAL)

Fresh spinach blended with water chestnuts and seasonings, served with pita chips.

40.00

ALL MEALS ARE SERVED WITH HIGH QUALITY
PLASTIC AND PAPER UNLESS REQUESTED OTHERWISE.





Beverages

BEVERAGE PRICE PER GALLON, PROVIDES 12 SERVINGS

Lemonade or Fruit Punch	7.50	90–99 cal
Iced Tea	7.50	5 cal
House Blend Coffee (per person)	2.20	2 cal
Bulk Juice	13.05	106–134 cal
Hot Apple Cider	10.50	150 cal

PUNCHES PRICE PER GALLON, PROVIDES 15 SERVINGS

<i>A blend of orange and pineapple juices with ginger ale</i>	13.00	145 cal
Golden Tropical Punch	13.00	165 cal

INDIVIDUAL BEVERAGES, PRICED PER CONTAINER

12 oz Canned Soda <i>Lemonade & Pepsi products</i>	1.10	0–192 cal
12 oz Bottled Water	1.35	0 cal
16 oz Bottled Water	1.60	0 cal
15.2 oz Bottled Juice <i>Apple & Orange</i>	1.60	163–206 cal
2% Milk ($\frac{1}{2}$ pint)	1.10	122 cal

Ordering & Guidelines

PLACING AN ORDER

Contact the Catering Office at (252) 335-3129 or by email, ecsucatering@thompsonhospitality.com. A room must be reserved before initiating a catering request for an on-campus function. After a location has been confirmed with the university, our staff will help you determine the menu, event setup and all the other details for your event.

GUIDELINES FOR PLANNING YOUR EVENT

In arranging catered events, attendance must be guaranteed five business days in advance of the event. This guarantee will allow for the proper planning of your event and will be your commitment to pay for the guaranteed number or the actual number of attendees, whichever is greater. For weekend events, the count must be guaranteed on the Monday before the event so as to allow ample time for the ordering process.

PAYMENT FOR SPONSORED UNIVERSITY EVENTS

Payment for a scheduled event should be made to Thompson Hospitality and is due three (3) business days prior to the event. This payment will place the event in what is known as “confirmed status”. If the event is not in confirmed status, Dining Services cannot guarantee that the service will be rendered. Therefore, it is crucial that the communication between you, the customer, the approving official office, and the Dining Service’s Catering Office is effective.

As applicable, please provide one of the following forms of payment to the Catering Office:

- Completed copy of the purchase order form with all authorized signatures
- Foundation or Fund Certification Form

PAYMENT FOR NON UNIVERSITY SPONSORED EVENTS

Payment for a scheduled event should be made to Thompson Hospitality ten business day prior to the event, the client must remit half of the bill. This payment will place the event in “confirmed status”. If the event is not in confirmed status, Dining Service can not guarantee that the service will be rendered. The remaining balance (50 percent) is due three day prior to the event. As applicable, please provide one of the following forms of payment to the Catering Office:

- Credit Card
- Cash
- Certified Check
- Money Order

FOR NON-UNIVERSITY SPONSORED EVENTS, STATE SALES TAX WILL BE CHARGED UNLESS A TAX EXEMPT CERTIFICATE IS RECEIVED PRIOR TO THE START OF YOUR EVENT.





Ordering & Guidelines (Cont.)

CANCELLATION

To avoid any pro-rated charges, all cancellations must be submitted, in writing, to the Catering Office at least 72 hours (three business days) prior to your event.

DELIVERY FEES

A delivery fee of \$80.00 will be applied to any event held away from the campus. This fee is for the transport of food, service equipment, china, flatware and linen

LABOR

For events that are delivered an attendant will ensure that all items are to your satisfaction. If an attendant is requested, or required based on the style of service provided, additional charges will be applied as follows:

Wait Staff: \$22.00 per hour/per person for a minimum of four hours

Culinary: \$25.00 per hour/per person for a minimum of four hours

Bar Tender: \$25.00 per hour/per person for a minimum of four hours

SERVICE TIMES

All events will include a two-hour service time. Events requiring serving time beyond what is mutually agreed upon will be assessed an additional charge of \$22.00 per hour.

TAXES

For non-university sponsored events, state sales tax will be charged unless a tax exempt certificate is received prior to the start of your event.

SAFE FOOD HANDLING

Safe food handling is a high priority for Catering Services. Therefore, we do not allow left over food to be carried out. For your safety, and that of your guests, a Catering representative will remove food from your event in a timely manner.

SECURITY

Catering Services is not liable for any equipment, supplies or personal belongings left in public function areas.



Style

DROP-OFF SERVICE

Drop-off service includes house linen tablecloths for buffet, high-quality disposable ware, flower centerpiece, set-up, breakdown, and clean up. Wait staff is not required for this service. Upon delivery of your event, our professional staff will ensure that all items ordered are received and verified by your authorized representative prior to our departure. A five person minimum is required for this service.

FLORAL ARRANGEMENTS

Silk flower arrangements on buffets and carving stations are standard. You can easily add a special touch to your event by letting us handle all your fresh floral needs. In order for us to meet our commitment to you, we ask that you give us at least five days notice to place the order and secure the floral arrangements. Prices will vary according to your selection.

LINEN

Skirting for buffet and carving tables are included at no extra charge. Skirting and/or linen for guests tables, registration tables, display tables, and receptions tables can be made available for an additional charge of \$3.50. We can also provide specialty linens in an array of colors, prints and sizes to add to the elegance of your event for an additional yet reasonable charge.

RENTALS

In the event that special equipment, china, or tables are required, we will arrange for required items and add the rental charge to your final bill. However, up to 250 guest will come at no cost, any additional guest then charges will take effect. You will be apprised of the cost of the rented items when the preparations for your event are finalized. The use of the house china and glassware is \$3.00 per person for all on and off premise events that are not initiated and funded by the University.

SPECIAL DIETARY ACCOMMODATIONS

We are able to provide menu options for guests with special dietary needs for an additional cost. Our culinary team can provide a selection of healthy menu selections including low sodium, gluten free, vegan and vegetarian options.

VEGAN

Foods that do not contain any animal derived products at all including honey, dairy or eggs.

VEGETARIAN

Foods that do not contain any animal derived products at all including honey, dairy or eggs. Vegetarian Foods that do not contain animal products except dairy or eggs. Foods purchased or produced in a sustainable manner. This may include reduced anti-biotic chicken, cage-free shell eggs, sustainable seafood, organic foods or locally produced foods.

GLUTEN FREE

Foods that do not contain gluten. Gluten is found in grains such as wheat, barley, and rye.





**ELIZABETH CITY
STATE UNIVERSITY**
CAMPUS DINING
