

CARVED + CRAFTED *catering*

**Rose State College
2024–2025**

**** Pricing Subject to Change****



Welcome

to Carved + Crafted by Fresh Ideas

There are both big decisions and little details to attend to as you prepare for your upcoming catered event. Let Fresh Ideas Catering guide you, from designing the perfect menu to personalizing all the details of your unique gathering.

We'll work with you to create a custom gathering menu inspired by your unique needs that will leave a lasting impression on your guests. All menus will follow the Fresh Ideas culinary philosophy; authentic recipes using the freshest, seasonal ingredients. Please note, all catering events require a minimum of 12 guests.

Waiter service, buffet, small plates and international inspired specialty stations: all served in your style! And because you've entrusted your event to Fresh Ideas Catering, the food will be unmatched, the service spectacular, and the event will be unforgettable!

Rose State College Event Services – Catering By Fresh Ideas

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The Morning Start

	PRICE	QTY
CONTINENTAL BREAKFAST	\$10.25/person	
<ul style="list-style-type: none">• Assorted breakfast pastries and bagels with cream cheese (cals 240–340)• Seasonal fresh fruit display (cals 60)• Regular and decaf coffee and assorted hot teas (cals 0)• Orange juice (cals 120)		
ENERGY BREAKFAST	\$17.95/person	
<ul style="list-style-type: none">• Egg white scramble with potato, spinach, and tomato (cals 240)• Avocado toast (cals 230–270)• Seasonal fresh fruit and Greek yogurt bar with housemade granola (cals 60–370)• Regular and decaf coffee and assorted hot teas (cals 0)• Orange juice (cals 120)		
COUNTRY BREAKFAST	\$16.95/person	
<ul style="list-style-type: none">• <input type="checkbox"/> Cinnamon French toast OR <input type="checkbox"/> buttermilk pancakes (cals 170–240)• Scrambled eggs (cals 190)• <input type="checkbox"/> Bacon, <input type="checkbox"/> pork sausage, OR <input type="checkbox"/> turkey sausage (cals 45–70)• Seasoned breakfast potatoes (cals 120)• Seasonal fresh fruit display (cals 60)• Fresh breakfast pastries to include assortment of <input type="checkbox"/> mini croissant, <input type="checkbox"/> muffins, OR <input type="checkbox"/> danishes (cals 130–210)• Regular and decaf coffee and assorted hot teas (cals 0)• Orange juice (cals 120)		

À LA CARTE	PRICE	QTY
Assorted bagels and spreads (cals 240–340)	\$2.75/person	
Freshly-baked croissants (cals 350)	\$2.95/person	
Assorted mini Danish (cals 270–390)	\$2.45/person	
Assorted freshly baked muffins (cals 140–420)	\$3.25/person	
Yogurt parfait with fresh berries and granola (cals 250)	\$4.95/person	
Overnight oats (minimum 10 people) (cals 300–540)	\$5.25/person	
Avocado toast (cals 230–270)	\$2.95/person	

À LA CARTE	PRICE	QTY
Bacon, pork sausage, turkey sausage, or ham (cals 45–70)	\$1.45/person	
Seasonal chopped fresh fruit display (cals 60)	\$2.45/person	
Artisan charcuterie and cheese board (cals 210)	\$11.35/person	
Ham and Swiss cheese quiche (cals 390) (minimum 12 people)	\$6.25/person	
Greek yogurt individual assorted flavor (cals 70–90)	\$2.25/person	
Hardboiled hen eggs (cals 70)	\$1.75/person	
Ancient grain oatmeal (minimum 10 people)	\$5.25/person	

HAND-CRAFTED EGG SANDWICHES

All Sandwiches can be made on Croissant, Buttermilk Biscuit, Wrap, or English Muffin.

Minimum of 6 on all sandwiches. Groups of 12 or more, minimum of 4 for each selection.

	PRICE	QTY
Bacon and cage-free egg on a fresh English muffin (cals 350)	\$5.50/each	
Cage-free egg and cheese on a fresh English muffin (cals 280)	\$5.50/each	
Fried chicken on a buttermilk biscuit (cals 560)	\$5.50/each	
Tomato and cage-free egg on a whole wheat wrap (cals 570)	\$5.50/each	
Cage-free egg and bacon on a croissant (cals 390)	\$5.50/each	
Hot ham and cheese on an buttermilk biscuit (cals 510)	\$5.50/each	



Balanced Breaks

	PRICE	QTY
CHIPS & SALSA	\$5.25/person	
<ul style="list-style-type: none">Lime and sea salt tortilla chips (cals 100)Housemade tomato salsa (cals 10)		
MEZZE SPREADS	\$7.25/person	
<ul style="list-style-type: none">Served with crisp vegetables and pita chips (cals 40–80)Yellow lentil hummus (cals 60)Classic chickpea hummus (cals 30)Babaganoush (cals 50)		
EXTRAS	\$1.95/person	
<ul style="list-style-type: none">Avocado guacamole (cals 110) <p>Available as an addition to Balanced Breaks offerings only.</p>		

Sweets & Treats

	PRICE	QTY
Assorted freshly baked cookies (cals 170–210)	\$19.75/dozen	
Housemade fudge brownies (cals 200)	\$27.50/dozen	
Dessert Bars (cals 110–320): S'mores Bar, Blondie, M&Ms Blondie, Pecan, Lemon Bar (cals 110–320)	\$29.50/dozen	
<input type="checkbox"/> Blondie Bars <input type="checkbox"/> Pecan Bars <input type="checkbox"/> Lemon Bars		
House blend trail mix with nuts and chocolate (cals 310)	\$61.50 (Feeds 12)	
Savory party mix (cals 210)	\$50.75 (Feeds 12)	
Pretzels (yogurt-covered pretzels) (cals 270–280)	\$47.50 (Feeds 12)	
Mixed nuts (cals 50)	\$53.50 (Feeds 12)	
Individually wrapped granola bars (cals 190)	\$27.50/dozen	
Individually bagged chips (cals 130–320) (1oz Bag)	\$26.50/dozen	
Fresh whole fruit (cals 30–110)	\$18.25/dozen	
Fruit and assorted Cliff bars (cals 110)	\$47.50/dozen	



Beverages

Cold beverages are available by the each, 6 pack, 12 pack, or the case.

	PRICE	QTY
Freshly brewed coffee regular or decaffeinated coffee (cals 0)	\$25.50/gallon	
Hot water and assorted teas (cals 0)	\$2.15/sachet	
Hot apple cider (cals 110)	\$26.50/gallon	
Hot chocolate (cals 130)	\$30.50/gallon	
Fruit infused water (cals 0)	\$15.50/gallon	
Cold soda (cals 0–190)	\$1.75/12oz can	
Cold water bottles (cals 0)	\$1.50/16.9oz btl	
Cold iced <input type="checkbox"/> tea, <input type="checkbox"/> lemonade, or <input type="checkbox"/> Vega Punch (cals 0–270)	\$22.50/gallon	

Lunch Buffets

Complimentary water towers provided.

PRICE

QTY

CLASSIC DELI BUFFET

\$16.95/person

Your choice of 3 deli classics, 2 fresh cheeses pairing, artisan-baked breads, housemade chips or a side salad, house cookie, and condiments. The classic deli buffet is accompanied by fresh veggies and the classic spreads that make a sandwich great.

Pick 3

- ☐ Smoked Ham (cals 180)
- ☐ Turkey (cals 75)
- ☐ Salami (cals 300)
- ☐ Roast Beef (cals 75)
- ☐ Tuna Salad (cals 190)
- ☐ Cold Fried Tofu (cals 60)
- ☐ Seasonal Roasted Vegetables (cals 50)

Pick 2

- ☐ American (cals 90)
- ☐ Swiss (cals 90)
- ☐ Provolone (cals 100)
- ☐ Pepper Jack (cals 110)
- ☐ Cheddar (cals 110)

Pick 1

- ☐ Housemade chips (cals 100)
- ☐ Chickpea Tomato Salad (cals 80)
- ☐ Quinoa and Tabbouleh Salad (cals 260)
- ☐ Small Garden Salad (cals 40)

ARTISAN SANDWICH BOARD

\$19.95/person

Your choice of 4 sandwiches served with housemade chips and a side salad.

Pick 4

- ☐ Muffuletta Vegetarian Sandwich (cals 600)
- ☐ Mediterranean Grilled Chicken Sun-Dried Tomato Hummus Ciabatta (cals 890)
- ☐ Cajun Roast Turkey with Pepper Jack, Bermuda Onion, Cajun Mayo (cals 480)
- ☐ Classic Italian, Pepperoni, Capicola, Salami, and Provolone with Balsamic Hero (cals 730)
- ☐ Avocado, Lettuce, and Tomato on Wheat (cals 450)
- ☐ Roast Beef Sub with American Cheese, Lettuce, Tomato, Onion (cals 540)
- ☐ Turkey Bacon Ranch on Wheat with Pepper Jack and Ranch Dressing (cals 640)

Pick 1

- ☐ Housemade Chips (cals 100)
- ☐ Chickpea Tomato Salad (cals 80)
- ☐ Quinoa and Tabbouleh Salad (cals 260)
- ☐ Small Garden Salad (cals 40)



Box Lunches

Minimum order 6 of one kind of boxed lunch.

PRICE

QTY

EXPRESS BOX LUNCH

\$13.95/person

All sandwiches served on chef's selection of fresh bread with bag of chips, hand fruit, cookie, and bottled water.

Sandwich Selections

- ☐ Turkey Breast and Provolone Cheese (cals 490)
- ☐ Ham and Swiss Cheese (cals 470)
- ☐ Roast Beef and Cheddar (cals 440)
- ☐ Grilled Veggie Wrap (cals 570)
- ☐ Tuna Salad (cals 580)
- ☐ Grilled Mediterranean Chicken Sandwich (cals 730)

ARTISAN BOX LUNCH

\$16.95/person

All sandwiches served on chef's selection of fresh bread with a cookie, hand fruit and pasta salad or side salad.

Sandwich Selections

- ☐ Muffuletta Vegetarian Sandwich (cals 600)
- ☐ Mediterranean Grilled Chicken Sun-Dried Tomato Hummus Ciabatta (cals 890)
- ☐ Cajun Roast Turkey with Pepper Jack, Bermuda Onion, Cajun Mayo (cals 480)
- ☐ Classic Italian, Pepperoni, Capicola, Salami, and Provolone with Balsamic Hero (cals 730)
- ☐ Avocado, Lettuce, and Tomato on Wheat (cals 450)
- ☐ Roast Beef Sub with American Cheese, Lettuce, Tomato, Onion (cals 540)
- ☐ Turkey Bacon Ranch on Wheat with Pepper Jack and Ranch Dressing (cals 640)

Side Salads

- ☐ Housemade Chips (cals 100)
- ☐ Chickpea Tomato Salad (cals 80)
- ☐ Quinoa and Tabbouleh Salad (cals 260)
- ☐ Small Garden Salad (cals 40)



Box Salads

*All salads include artisan crackers, choice of dressing, cookie, and disposable cutlery.
Salads can be served as a plated meal on china for an additional cost of \$3 per person.
Minimum order 6 of one kind of boxed salad.*

	PRICE	QTY
TURKEY AVOCADO COBB SALAD (cals 450)	\$13.95/person	
Mesclun greens, with turkey, applewood-smoked bacon, fresh avocado, cage-free hardboiled egg, black olives, onion, and housemade croutons		
BLACKENED CHICKEN CAESAR SALAD (cals 430)	\$12.95/person	
Chopped romaine lettuce, blackened chicken, grated Parmesan cheese, and housemade croutons with our traditional Caesar dressing		
TRADITIONAL CHEF'S SALAD (cals 520)	\$12.95/person	
Turkey, ham, cheddar, cage-free hardboiled egg, tomatoes, cucumbers, and crisp greens with creamy buttermilk dressing		
GREEK SALAD WITH GRILLED CHICKEN (cals 730)	\$14.95/person	
Grilled chicken, tomatoes, cucumbers, Kalamata olives, feta cheese, red onion, and mixed greens with a red wine vinaigrette		



Theme Meals

Complimentary water towers provided.

PRICE

QTY

LITTLE ITALY

\$23.95/person

Served with Caesar salad (cals 360), house cookies (cals 170–200), and fresh baked garlic bread (cals 210)

Pick 1

- ☐ Lasagna (cals 480)
- ☐ Fettuccine Alfredo (cals 400)
- ☐ Tortellini Primavera (cals 280)

Pick 2

- ☐ Chicken Piccata (cals 250)
- ☐ Chicken Marsala (cals 380)
- ☐ Chicken Parmesan (cals 470)

EXTRAS: Add an antipasto platter (cals 520)

\$3.95/person

TASTE OF THE SOUTH

\$25.95/person

- Classic Carolina pulled pork with slider rolls (cals 400)
- Buttermilk fried chicken tenders (cals 500)
- Macaroni & cheese (cals 330)
- BBQ baked beans (cals 270)
- Lime cilantro cabbage coleslaw (cals 120)
- Cheddar jalapeño cornbread (cals 330)
- Strawberry shortcake (cals 660)

PICNIC BUFFET

\$22.95/person

Includes assorted buns, lettuce (cals 0), tomatoes (cals 0), pickles (cals 0), onions (cals 5), condiments (cals 10–90), fresh baked cookies (cals 170–200), and brownies (cals 200)

Pick 3

- ☐ Hamburgers (cals 340)
- ☐ Veggie Burgers (cals 280)
- ☐ Hot Dogs (cals 480)
- ☐ BBQ Glazed Chicken (cals 630)

Pick 2

- ☐ Potato Salad (cals 170)
- ☐ Pasta Salad (cals 270)
- ☐ Cole Slaw (cals 96)
- ☐ Traditional Macaroni & Cheese (cals 330)

TASTE OF THE MEDITERRANEAN

\$25.95/person

- Chermoula spiced chicken skewers with tzatziki sauce (cals 350)
 - Kafta meatballs on tabbouleh with red chili tomato sauce (cals 310)
 - Mini falafel with tahini sauce (cals 350)
 - Lentil hummus with grilled pita chips (cals 680)
 - Mezze grilled and marinated vegetables with hummus (cals 150)
 - Marinated olives (cals 40)
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Theme Meals (continued)

Complimentary water towers provided.

PRICE

QTY

TACO HOUSE

\$23.95/person

- Your choice of beans with Spanish Rice (35 cals)
- Includes shredded lettuce (0 cals), shredded cheese (80 cals), pico de gallo (10 cals), house salsa (10 cals), sour cream (25 cals), and jalapeños (10 cals)
- With flour tortillas (20 cals) and tortilla chips (70 cals)

Pick 2

- ☐ Seasoned Ground Beef (180 cals)
- ☐ Fajita Steak (160 cals)
- ☐ Chipotle Grilled Chicken (130 cals)
- ☐ Vegetable Fajitas (100 cals)

Pick 1

- ☐ Black Beans (15 cals)
- ☐ Refried Beans (20 cals)

BALANCED SOUTHWESTERN

\$27.95/person

- Grilled Mahi-Mahi Baja Fish Tacos (cals 210)
- Grilled Chicken Skewers with soft corn tortillas (cals 390)
- Black Bean and Corn Salad (cals 150)
- Mexican Red Rice (cals 180)
- Fresh, housemade guacamole (cals 110), salsa (cals 10), and baked corn tortilla chips (cals 70)

TRADITIONAL ASIAN BUFFET

\$24.95/person

- Orange Ginger Chicken (cals 550)
- Beef with Broccoli (cals 170)
- Ginger Vegetable Fried Rice (cals 290)
- Traditional Egg Rolls (cals 100)
- Sesame Broccoli (cals 90)



Hors d'Oeuvres

HOT *(Priced per each, Minimum of 48 pieces)*

	PRICE	QTY
Spanakopita (cals 160)	\$3.15/each	
Shrimp and Vegetable Spring Roll with Mongolian sweet & sour sauce (cals 80)	\$3.45/each	
Vegetable Spring Roll with Mongolian sweet & sour sauce (cals 90)	\$3.15/each	
Mini Quiche with apples, cheddar, and cinnamon (cals 250)	\$3.15/each	
Heirloom tomato, torn basil, roasted garlic, and asiago flatbread (cals 290)	\$3.15/each	
Pecan Crusted Chicken with maple BBQ dip (cals 350)	\$4.15/each	
Grilled Chicken and Cheddar Cheese Quesadilla (cals 200)	\$3.15/each	
Beef Empanadas with avocado dip (cals 360)	\$3.15/each	
Crab Rangoon with sweet & sour dipping sauce (cals 90)	\$3.15/each	
Grilled Shrimp with salsa verde (cals 80)	\$3.15/each	
Thai Chicken Satay with spicy peanut sauce (cals 110)	\$3.45/each	
Lump Crab Cakes with Cajun remoulade (cals 140)	\$4.15/each	
Beef Sliders with bacon cheddar and spicy tomato ketchup (cals 320)	\$3.15/each	
BBQ Shrimp and Grits (cals 140)	\$3.15/each	
Mini Roast Pork Bao (cals 30)	\$3.15/each	
Bacon Wrapped Scallop (cals 80)	\$3.50/each	
Tandoori Kebab (cals 120)	\$4.15/each	

COLD *(Priced per each, Minimum of 48 pieces)*

	PRICE	QTY
Seared Ahi Tuna on Crispy Wonton with Wasabi Cream (cals 110)	\$4.15/each	
Gazpacho Shooter (cals 30)	\$4.15/each	
Goat Cheese and Garlic and Herb Crostini (cals 290)	\$2.25/each	
Grilled Shrimp with Mango Chipotle Glaze (cals 40)	\$3.25/each	
Caprese Skewer-Cherry Tomato, Fresh Mozzarella, Basil, and Balsamic Glaze (cals 120)	\$2.50/each	
Thai Chicken Lettuce Wrap (cals 400)	\$3.65/each	
Harvest Chicken Salad in a Phyllo Cup (cals 150)	\$3.45/each	
Shrimp Ceviche with Serrano Chili Shooter (cals 80)	\$4.25/each	
Cumin Crusted Beef Tenderloin on a Plantain Chip (cals 160)	\$3.75/each	
Hummus Shooter with Crudit� Garnish (cals 130)	\$2.50/each	

Hors d'Oeuvres (continued)

COLD (Priced per Person, Minimum of 25)

PRICE

QTY

CHEESE DISPLAY (cals 160)

\$6.25/person

Served with artisan bread, crackers, and fresh fruit garnish

CRUDITÉ DISPLAY (cals 130)

\$4.25/person

Seasonal vegetables served with ranch dipping sauce

SEASONAL FRESH FRUIT DISPLAY (cals 45)

\$5.95/person

Seasonal fruit and berries

ITALIAN ANTIPASTI DISPLAY (cals 210)

\$10.25/person

Prosciutto and salami, fresh mozzarella and shaved Parmesan, pepperoncini, roasted red peppers, marinated artichokes, eggplant caponata, marinated olives, extra virgin olive oil, and balsamic vinegar served with flatbreads and crostini

MEDITERRANEAN MARKET DISPLAY (cals 230)

\$11.25/person

Cumin marinated chicken skewers, roast eggplant, roasted peppers, hummus, marinated olives, feta cheese, Parmesan cheese, and rocket arugula served with flatbreads and crostini

JUMBO SHRIMP COCKTAIL (cals 340)

\$14.95/person

SHRIMP CEVICHE (cals 95)

\$14.95/person



Dessert Stations

	PRICE	QTY
GOURMET HOT CHOCOLATE STATION Served with chocolate shavings and whipped topping	\$4.50/person	
GOURMET COFFEE & TEA STATION (cals 0)	\$3.50/person	
COOKIE & BROWNIE STATION (cals 170–200)	\$4.50/person	
MINI CUPCAKE STATION (cals 185) Flavors will be chef's choice. Minimum 12 people.	\$3.95/person	



Seated Dinner

All meals are served with iced water, fresh baked dinner rolls with butter unless otherwise noted. For additional beverage requests, refer to page 5.

FIRST COURSE	PRICE	QTY
Mixed green salad with romaine, red onions, tomatoes, croutons, and creamy ranch dressing (cals 390)	\$4.75/each	
Classic Caesar salad with romaine, Parmesan, croutons, and Caesar dressing (cals 310)	\$6.15/each	
Spinach and strawberry salad with toasted almonds, aged Gorgonzola, and raspberry vinaigrette (cals 340)	\$6.15/each	
Asparagus and mushroom salad with mesclun greens and balsamic vinaigrette (cals 140)	\$6.15/each	
Texas cobb salad with whole leaf lettuce, stewed black eyed peas, heirloom tomatoes, seared chili crostini, sharp Cheddar, and jalapeño ranch (cals 340)	\$6.15/each	
Wedge salad with bleu cheese crumbles, praline bacon, roasted tomatoes, scallions, Parmesan croutons, and bleu cheese vinaigrette (cals 500)	\$5.75/each	
Fire roasted beet salad with feta cheese, chopped romaine, spring mix, shredded cabbage, mandarin oranges, candied walnuts, and citrus vinaigrette (cals 460)	\$7.15/each	
Mediterranean grain salad with orzo, barley, and farro with Kalamata olive, tomato, and Bermuda onion (cals 330)	\$7.15/each	
Boston bibb and arugula salad topped with sliced pears, apples, dried cranberries, walnuts, and goat cheese and a honey mustard dressing (cals 270)	\$7.15/each	

ENTRÉES	PRICE	QTY
Chicken parmesan with herb risotto and fresh green beans with garlic, tomato, and basil (cals 2,910)	\$26.75/each	
Grilled herb-crusted chicken breast with Parmesan polenta, sautéed broccoli rabe with roasted garlic, and a red pepper sauce (cals 450)	\$28.25/each	
Smoked pork chop with BBQ, demi roasted poblano mashed potatoes, and sweet orange roasted baby carrots (cals 1,390)	\$29.25/each	
Cod with cherry tomato vinaigrette, basmati rice with saffron and basil, and candied butternut squash (cals 590)	Market Price	
Filet of beef with sherry demi glaze, honey whipped mashed sweet potatoes, grilled asparagus, and wild mushrooms (cals 620)	Market Price	
Broccoli tofu stir fry with brown rice (cals 380)	\$23.25/each	

DESSERT	PRICE	QTY
Crème Brulee Cheesecake (cals 350)	\$6.25/each	
New York Cheesecake with Seasonal Berries (cals 350)	\$6.25/each	
Chocolate Layer Cake (cals 230)	\$6.25/each	
Strawberry Shortcake (cals 460)	\$7.25/each	
Chocolate Mousse with Seasonal Berries (cals 270)	\$5.25/each	
Warm Apple Crisp (cals 340)	\$6.25/each	

Bar Service

Please refer to our Bar Service Pricing, Policies, and Procedures for rules and restrictions. Your signature is required to proceed with the purchase of any bar service.

Bar Fee: \$125/bar

Labor: \$30/hour per bartender with a 2-hour minimum charge for set-up and take-down and 1-hour minimum service requirement

Cash Bars: Required guaranteed sales volume of \$250 for beer and wine only or \$300 for full alcohol service (beer, wine and liquor).

Hosted Bars: Minimum fee for all hosted bars is based on the following scale:

- Up to 100 guests: \$300
- 101–200 guests: \$500
- 201–400 guests: \$700

The above minimums do not including the bar fee or labor charges.

Beverage Prices: All alcohol beverage prices listed below include tax. Due to fluctuating costs, printed prices are not final until 7 days prior to the event. Custom selections will be available for an additional fee and will be priced at market.

BEER	PRICE	QTY
Domestic Bottles	\$6.00/bottle	
Import Bottles	\$7.00/bottle	
WINE	PRICE	QTY
House White (choose up to two)	\$8.00/glass	
<input type="checkbox"/> Chardonnay	<input type="checkbox"/> Rose	
<input type="checkbox"/> Sauvignon Blanc	<input type="checkbox"/> Pinot Grigio	
<input type="checkbox"/> Zinfandel		
House Red (choose up to two)	\$8.00/glass	
<input type="checkbox"/> Cabernet Sauvignon	<input type="checkbox"/> Red Blend	
<input type="checkbox"/> Merlot	<input type="checkbox"/> Merlot	
<input type="checkbox"/> Pinot Noir		
Bottle Service (you may select one red and one white)	\$50.00/bottle	
MIXED DRINKS	PRICE	QTY
Well Liquor (no shots or “neat” preparations are allowed)	\$9.00/glass	

Plan Your Event

Welcome Catering by Fresh Ideas! Our mission is to provide you with exceptional quality, exceptional service and a creative cutting-edge culinary experience. Our professional staff is available to assist in planning your special event during standard hours of operation. Please contact our catering team for customized service and menus.

POLICIES & PROCEDURES

To ensure optimal selection and the best possible service we kindly ask that events be booked at least 10 business days in advance and include a minimum of 12 guests. We understand events arise unexpectedly and we will do our best to accommodate your needs.

PRICING

Standard hours of operation are Monday–Thursday 7:30am–5pm and Friday 7:30am–3pm.

Events prepared and served outside of this service window will incur extra labor charges. Please contact your event coordinator for further details. The minimum charge for any catering offered outside of standard operating hours (prior to any additional charges, including labor) is \$1,000. For additional alternatives and further questions, please contact your event coordinator.

GUEST COUNTS

We require a guest count 7 business days prior to the event. For hors d'oeuvre orders, we kindly request your confirmed number of guests be specified no later than 14 business days prior to the event. This number is considered the guaranteed guest count. Guest counts submitted after these deadlines will be accommodated to the best of our ability; however, we may not be able to provide the exact orders requested after these deadlines.

EVENT TIME

Events are billed in 4-hour increments. Events exceeding the 5-hour limit will be subject to additional service fees.

CANCELLATION

We kindly request that cancellations must be made 5 business days prior to the contracted event date.

SERVICWARE AND CHINA

All disposable serviceware will be furnished as accompaniment to all items purchased. Some exceptions apply to orders being picked up. We provide high quality disposable plasticware. China and glassware may be available for an additional charge for events held outside of the Jeanie Webb Student Union. For all hot buffets and plated meals served inside the Jeanie Webb Student Union Center will not incur additional charges for China.

LINEN

Food display tables will be dressed in black fitted tablecloths, dining tables will be set with standard black spandex. Tablecloths for non-food tables are available in additional colors and styles for an additional fee. For additional colors and linen styles, please contact Event Services.

TAX EXEMPT

Tax-exempt forms must be submitted at final contract signing.

BILLING & PAYMENT

A form of payment (purchase order, cash, check or credit card) is kindly requested 5 business days prior to the event date.

SPECIAL DIETS

Special diets are accommodated upon request, we kindly request that your needs be submitted as soon as possible.

CALORIE COUNTS

2000 calories a day is used for general nutrition advice, but calorie needs vary. Additional nutrition information available upon request.

MEETING ROOM AND EQUIPMENT

Please reserve all non-food related equipment by contacting Event Services through your guest portal. This will include room reservation, set and room configuration, audio visual and other general information.

BAR SERVICE PRICING, POLICIES, and PROCEDURES

Rose State College offers alcohol service to customers if they choose to have it at their function. Fresh Ideas is very careful to make sure our alcohol service stays within the policies set forth by the "Guidelines for Service of Alcoholic Beverages at Rose State College." Therefore, the following apply:

General Bar Service

- Arrangements for alcohol service must be coordinated through Fresh Ideas.
- The serving of alcoholic beverages will comply with the laws of the State of Oklahoma.
- Under the laws of the State of Oklahoma no alcohol may be brought into or taken out of Jeannie Webb Student Union by a customer at any time.
- The license holder reserves the right to request a valid state-issued ID from any guest requesting alcohol.
- The license holder reserves the right to refuse alcohol service to an individual or group.
- Bar service is not available for student groups.
- Alcohol service will be limited to a 4-hour duration and must end a minimum of 30 minutes before the end of the function.
- "Last calls" are not available.
- No shots or "neat" preparations are ever served.

- Kegs are not available.
- 1 bartender is required for every 100 guests; however, Fresh Ideas will determine the amount of staffing required for each bar based on the size and nature of your event.
- All drinks will be served in disposable glasses unless glassware is requested.
- Glassware requires an additional rental fee.
- For events beginning after 4:00pm, we do not offer a delayed bar service. The bar will open at the function start time.
- We require a minimum of 2 weeks advance notice prior to your event for any bar service.
- Custom Bar Service Requests require a 3-week minimum.

Cash Bar

- A deposit based on the type of bar service will be required. Please contact your catering coordinator for further information.
- If the guests purchase over the minimum sales volume in alcohol, the deposit will be returned.
- If the minimum sales volume is not met, the difference between the minimum and actual sales will be taken out of the deposit.
- The cash bar deposit is a flat rate of \$250.00

Hosted Bar

- Hosted bars require a deposit dependent on the guest count for the event.
- The deposit amounts are: up to 100 guests \$300, 101-200 guests \$500, 201-400 guests \$700.
- If the alcohol total is above the minimum amount for the service type but below the deposit, the difference will be refunded.
- If the alcohol total exceeds the deposit amount, the customer will be billed for the remaining balance.

Bottle Service

- Any bottles displayed on the table must remain sealed.
- Wine may only be poured by catering staff.
- Custom Bar Service Requests
- Pricing for custom requests will be at market.
- A deposit may be required.
- We require a one-time \$25.00 service fee for all custom requests per event.