

Panther Catering (n)
RELAX \& LET US DOTHE COOKING • EASTERN ILLINOIS UNIVERSITY ${ }^{\text {w }}$

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## EVENT PLANNING

## STEPS TO RESERVING YOUR EVENT

1. Reserve the room \& liquor for your event with the MLK Union Campus Scheduling Office at 217-581-3616.
2. Submit the online form with all information completed Panther Catering Order Form
3. Once all information is gathered a contract will be prepared and emailed to you for your review and approval.

## THINGS TO NOTE:

a) If your event requires delivery outside of the MLK Jr. Union there will be a delivery charge added to your bill depending on your arrangements. The minimum delivery fee is $\$ 30.00$
b) The client must arrange for doors to be unlocked, and tables and chairs set up and in place prior to your event.
c) For all events out of the University Union plastic ware will be used. China can be requested for an additional fee of $\$ 4.00$ per person.
d) In the case of an urgent event or last-minute request, we will make every effort to accommodate you. Your menu may depend on available supplies and/or your event may be subjected to additional fees for unexpected food purchases or additional labor costs.
e) Please carefully review all details including; the menu, set up, and serving times, as well as any special requests for your event, i.e., linen requests, information on programming that may affect the timing of the event, etc.
f) If there are any changes, the contract should be corrected and returned immediately so that the changes can be made in the Catering Office. The contract must be signed by the Fiscal Agent and be in our office three business days prior to your event.
g) A final guest count/guarantee and any special dietary needs must be submitted to the Panther Catering office four business days prior to the event.

## POLICIES

1. University and Illinois health code policies prohibit the removal of catered food and/or beverages from any event.
2. As the host of the catering event, you are responsible for the equipment we have provided for the service of your catered event. Any missing or damaged catering equipment or supplies will be charged to you at replacement costs.
3. Non-University Groups
a) For all tax-exempt organizations please provide a copy of your tax exempt letter prior to your event. We must have the final payment three business days before your event.
4. Linens are placed on the tables before the event starts. If linens are requested to be on the tables before the event starts, you may be charged an additional set-up fee.

Linens for your event are available at the following prices:

- Napkins - $\$ 0.75$ each
- Tablecloths - $\$ 8.00$ each
- Buffet Table Covering - $\$ 10.00$


## CANCELLATION

a) Events canceled three business days prior to the event will not incur any cancellation charges.
b) Events canceled less than 72 hours prior to the date of the event are subject to a minimum of $30 \%$ of the total contract cost for unrecoverable expenses, i.e., food in preparation or expanded labor.

ALL EVENTS MUST be PAID IN FULL BEFORE THE DAY OF THE EVENT.

## BEVERAGES

- REGULAR COFFEE ..... \$12.00/gal
- DECAFFEINATED COFFEE ..... \$12.00/gal
- HOT TEA ..... $\$ 10.00 / \mathrm{ga}$
- ICED TEA ..... $\$ 10.00 / \mathrm{gal}$
- LEMONADE ..... \$10.00/gal
Minimum 2-gallon order
- ICED WATER ..... \$3.50/gal
- hot Chocolate ..... $\$ 11.00 / \mathrm{ga}$
Add $\$ 0.50$ per person for whipped cream
- CITRUS PUNCH ..... \$12.00/galMinimum 2-gallon order
- FRUIT PUNCH ..... $\$ 11.00 / \mathrm{ga}$
Minimum 2-gallon order
- JUICE (APPLE OR ORANGE) ..... \$12.00/gal
- BOTTLED WATER ..... $\$ 1.50$ each
- ASSORTED CANNED SODA ..... $\$ 1.00$ each
A two-week notice is required for any soda other than Pepsi, Diet Pepsi, Mountain Dew,7-Up, Root Beer
- REPLENISHING FEE: Minimum of $\$ 20.00$



## BREAKFAST PACKAGES

## CONTINENTAL BREAKFAST

$\$ 8.00$ per person

- Assorted Mini Pastries
- Seasonal Fruit Salad
- Orange Juice
- Regular and Decaf Coffee
- Iced Water


## HOT BREAKFAST BUFFET

- Seasonal Fruit Salad
- Scrambled Eggs
- Breakfast Meat (Choose 1- Bacon, Sausage, or Turkey Sausage)
- Breakfast Potatoes
- Apple and Orange Juice
- Regular and Decaf Coffee
- Iced Water
- Additional entrée $\$ 2.00$ per person (Biscuits \& Gravy, Pancakes)


## BOXED BREAKFAST

- Large Bagel or Muffin
- Seasonal Fruit Cup
- Butter or Cream Cheese
- Bottled Juice

Ask about bagel \& muffin choices

## BREAKFAST ALA CARTE

- MINI MUFFINS ..... \$8.00/doz
- PETITE SCONES ..... \$9.50/doz
- BAGELETTES W/CREAM CHEESE ..... \$9.00/doz
- MINI DANISH ..... \$9.50/doz
- CINNAMON ROLLS ..... \$12.00/doz
- MINI STRUDEL BITES (APPLE OR CHERRY) ..... \$8.50/doz
- CINNAMON STREUSEL COFFEE CAKE ..... \$13.50/doz
- SLICED BREAD-BANANA NUT OR SWEET ORANGE ..... \$9.00/doz
- SEASONAL FRUIT SALAD ..... $\$ 2.50$ per person



## PARTY PLATTERS

## DOMESTIC CHEESE W/CRACKERS

- Small (2 lbs) —— \$40.00
- Large (4 lbs) — $\quad$ 60.00


## FRESH FRUIT DISPLAY

- Small (2 lbs) — $\$ 45.00$
- Large (4 lbs) — \$65.00

FRESH VEGETABLE DISPLAY W/DIP

- Small (2 lbs)
$\$ 40.00$
- Large (4 lbs) \$ $\quad$ —60.00


## CHILLED APPETIZERS

| - VEGETABLE WRAPS | $\$ 12.00 / \mathrm{doz}$ |
| :--- | :--- |
| - JUMBO SHRIMP COCKTAIL |  |
| - LEMON CHICKEN WRAPPED IN SNOW PEAS | Market Price |
| - FRESH TOMATO BRUSCHETTA DIP | $\$ 75.00 / 50$ count |
| - CAPRESE SKEWERS | $\$ 49.00 / 50$ count |
| - GARLIC HUMMUS W/PITA CHIPS | $\$ 19.00 / \mathrm{doz}$ |
| - FRUIT KABOBS | $\$ 16.00 / 50$ count |
| - TEA SANDWICHES ON HAWAIIAN BREAD | $\$ 15.00 / \mathrm{doz}$ |
| Choose from Ham, Turkey, Roast Beef, Chicken Salad, or Tuna Salad |  |
| - CREAM CHEESE TORTA W/CRACKERS (SERVES 50) | $\$ 60.00$ |

## WARM APPETIZERS

- BBO MEATBALLS \$10.50/doz
- CHICKEN BITES W/BBQ \& RANCH SAUCE ..... \$53.00/50 count
- BABY BAKERS W/BUTTER \& SOUR CREAM ..... $\$ 30.00 / 5 \mathrm{lbs}$.
- MINI TACOS W/SALSA ..... \$9.50/doz
- HOT WINGS ..... \$15.00/doz
- SPINACH ARTICHOKE DIP W/TORTILLA CHIPS ..... \$58.00/50 count
- QUESO DIP W/TORTILLA CHIPS ..... \$47.75/50 count
- PORK EGG ROLLS W/SWEET \& SOUR SAUCE ..... \$15.00/doz
- ASSORTED MINI QUICHE ..... \$10.25/doz
- TOASTED CHEESE RAVIOLI W/MARINARA ..... \$12.00/doz
- VEGETABLE SPRING ROLLS W/SWEET \& SOUR SAUCE \$12.00/doz
- BEEF TENDERLOIN ON FRENCH BREAD \$94.75/50 count
- MINI CRAB CAKES W/TARTAR SAUCE ..... \$65.00/50 count
- FAJITA QUESADILLA ..... \$50.00/50 count
(Choose from Chicken, Steak, Pork Carnita)- CARVING STATION (LIMIT OF 2 HOURS)\$200.00/50 countChoose from two types of meat: Baked Ham, Roast Turkey, or Beef TenderloinIncludes Hawaiian Rolls, Mayo, and Mustard



## BOXED LUNCHES

## ALL SANDWICHES ARE SERVED WITH:

- 1 chocolate chunk cookie
- 1 choice of side - additional side $\$ 1.00$ per person
- 1 canned soda
- Bottled water is available for an additional \$. 50 each

SIDE OPTION: all guests receive the same side
Choose from Chips, Fruit Cup, or Pasta Salad

| - TURKEY CLUB <br> Wheatberry Bread, Turkey, Bacon, Leaf Lettuce \& Honey Mustard | $\$ 11.00$ each |
| :---: | :---: |
| - GRILLED CHICKEN SANDWICH <br> Focaccia Bread, Grilled Chicken, Bacon, Swiss Cheese, Leaf Lettuce | $\$ 11.00$ each ssing |
| - GARLIC ROAST BEEF SANDWICH <br>  | $\$ 11.00$ each |
| - VEGETARIAN WRAP <br> Spinach Tortilla, Leaf Lettuce, Cheddar Cheese, Tomato, Red Onion, | $\$ 11.00$ each |
| - SIMPLE SACK LUNCHES <br> All your favorite box lunch sides with a choice of a croissant sandwich Choose from Ham, Turkey, Roast Beef, or Vegetarian | \$10.00 each |

- GRILLED CHICKEN CAESAR SALAD

A bed of chopped romaine topped with grilled chicken pieces, parmesan cheese, croutons and red onion. Served with a side of Caesar dressing.

## SOUP, SALAD, OR SANDWICH BUFFET

- $\$ 14.00$ per person for 4 items
- $\$ 1.50$ per person for each additional item
- Includes Chips, Iced Tea, and Iced Water
- 1 bread, 1 meat, and 1 cheese $=1$ item

SANDWICHES - Served with mustard, mayo, pickle spear, leaf lettuce, tomato, and red onion

- Bread Options- Wheat Berry, Croissant, Hoagie, Ciabatta
- Cheese Options- Swiss, Cheddar, Colby Jack, Provolone
- Meat or Spread Options- Turkey, Ham, Roast Beef, Chicken Salad, Tuna Salad


## SOUP - Served with Crackers

- Chicken Noodle, Cream of Potato w/ Bacon, Broccoli Cheese, Vegetarian Vegetable, Chili


## SALADS - Served with Crackers

- Caesar, Potato Salad, Fruit Salad, House Salad



## SINGLE ENTRÉE OPTIONS

- FIVE CHEESE LASAGNA $\$ 12.00$ per person A delicious blend of Italian cheeses with noodles and a robust marinara sauce. Served with Caesar Salad, Garlic Breadsticks, and Seasoned Green Beans
- MARINATED CHICKEN BREAST
$\$ 12.00$ per person
A boneless, skinless chicken breast, lightly seasoned and baked. Served with a vegetable blend, Au Gratin potatoes, and yeast rolls
- POT ROAST
$\$ 16.00$ per person
Succulent beef roasted to perfection with traditional accompaniments of onions, carrots, and potatoes. Includes warm yeast rolls with butter
- MEDITERRANEAN CHICKEN \& PASTA
$\$ 17.00$ per person
An appealing blend of chicken, artichokes, spinach, and tomatoes tossed in a garlic herb olive oil. Served with a Caesar Salad and garlic French bread.



## PICNIC PACKAGES

## COOKOUT SPECIAL

$\$ 12.50$ per person
Includes plastic ware and condiment packets of ketchup, mustard, and relish

- Hamburgers
- Hot Dogs
- Buns
- Individual Bags of Chips
- Individually Wrapped Cookies
- Assorted Canned Soda
- Bottled Water


## PICNIC BUFFET

Includes plastic ware

- Choice of 2 types of meat
- Pulled Pork, Marinated Chicken, Hamburgers, Hot Dogs, Fried Chicken
- Buns
- Potato Salad
- Baked Beans
- Assorted Cookies
- Bottled Water
- Assorted Canned Soda$\$ 75.00$


## MEXICAN BUFFETS

*Not delivered outside of the University Union

## TACO BAR

$\$ 12.50$ per person

- Includes shredded lettuce, diced tomatoes, shredded cheese, sour cream, and salsa
- Seasoned Ground Beef
- Tortilla Shells
- Tortilla Chips
- Refried Beans
- Cheddar Cheese Sauce
- Iced Tea
- Iced Water

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FAJITA BAR
- Includes shredded lettuce, diced tomatoes, shredded cheese, sour cream, and salsa
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- Choice of 2 types of meat: Steak, Chicken or Pork Carnita
- Tortilla Shells
- Tortilla Chips
- Refried Beans
- Spanish Rice
- Grilled Peppers and Onions
- Queso Dip
- Iced Tea
- Iced Water


## PASTA BUFFET

ENTRÉE OPTIONS - CHOOSE $2-$ \$ $\$ 15.00$ per person

- Includes Caesar Salad, Seasonal Fruit Salad, Seasoned Green Beans, Garlic Breadsticks,
Iced Tea and Iced Water
- Spaghetti w/ Sauce
- Fettuccini Alfredo

Add Grilled Chicken Strips for $\$ 1.50$ per person

- Penne Pasta w/ Sauce
- Mediterranean Pasta

An appealing blend of chicken, artichokes, spinach, and tomatoes tossed in a garlic herb olive oil. Add Grilled Chicken Strips for $\$ 1.50$ per person

- Meat or Cheese Tortellini w/ Sauce
- Meat or Cheese Ravioli w/ Sauce
- Lasagna

Choose From Meat, Five Cheese or Vegetable

- Chicken Parmesan

Breaded or Grilled


## GRAND BUFFET

## CHOOSE 2 ENTREES \& 2 SIDE DISHES <br> $\$ 20.00$ per person <br> CHOOSE 2 ENTREES \& 3 SIDE DISHES <br> $\$ 23.00$ per person

All Buffets Served with Caesar Salad or House Salad, Seasonal Fruit Salad, Assorted Dinner Rolls, Coffee, Iced Tea, and Iced Water

## POULTRY

- Chicken Cordon Bleu
- Chicken Parmesan
- Fried Chicken
- Italian Crusted Chicken

Additional $\$ 2.00$ per person

- Marinated Chicken
- Roasted Turkey Breast


## VEGETARIAN

- Baked Penne Pasta
- Five Cheese Lasagna
- Vegetable Lasagna


## PORK

- Glazed Ham
- Roasted Pork Loin


## BEEF

- Beef Tenderloin w/ Hollandaise Sauce Additional $\$ 3.00$ per person
- Meat Lasagna
- Pot Roast

SEAFOOD

- Glazed Salmon Filet

Additional $\$ 2.00$ per person


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## SERVED DINNER MENUS

All meals are served and include Caesar Salad or House Salad, one entrée, two sides, Dinner Rolls, Iced Tea, and Iced Water. Additional entrées are $\$ 1.50$ per entrée.

## BEEF

- BEEF TENDERLOIN W/HOLLANDAISE SAUCE ——\$19.00 per person
- MEAT LASAGNA - $\$ 13.00$ per person
- POT ROAST ——\$17.00 per person

PORK

- GLAZED HAM ——\$13.00 per person
- ROASTED PORK LOIN — $\$ 14.00$ per person


## SEAFOOD

- CRAB CAKES ——\$13.50 per person
- GLAZED SALMON FILET — $\$ 16.00$ per person

POULTRY

- CHICKEN PARMESAN ——\$18.00 per person
- HERB BAKED CHICKEN BREAST - $\$ 13.50$ per person
- ITALIAN CRUSTED CHICKEN BREAST —— $\$ 17.00$ per person
- MARINATED CHICKEN BREAST - $\$ 13.00$ per person
- ROASTED TURKEY BREAST —— $\$ 14.50$ per person


## VEGETARIAN

- FIVE CHEESE LASAGNA — $\$ 13.00$ per person
- PASTA PRIMAVERA - $\$ 12.00$ per person
- VEGETARIAN LASAGNA —— $\$ 13.00$ per person


## SALADS

## CAESAR SALAD

Chopped romaine, croutons, parmesan cheese, red onions, and Caesar dressing.

## HOUSE SALAD

Lettuce mixture with cucumber, grape tomatoes, shredded carrots, and croutons. Ranch dressing and Italian dressing are available on the side.

## SIDES

Steamed Vegetable Blend
Mashed Potatoes w/Gravy
Choice of Peppered or Brown Gravy
Loaded Mashed Potatoes
Add $\$ 1.00$ per person

Seasoned Green Beans
Wild Rice Blend
Fettuccini Alfredo
Parsley Baby Red Potatoes
Add $\$ 1.00$ per person

## SNACK ATTACKS

$\$ 6.50$ per poundCHEX MIX$\$ 8.50$ per poundTORTILLA CHIPS \& SALSA$\$ 9.00$ per pound
POTATO CHIPS \& RANCH DIP$\$ 9.00$ per pound$\$ 9.00$ per pound
POPCORN MACHINE$\$ 9.00$ per pound$\$ 50.00$ rental fee for 2 hours*Extra fee if you would like an attendant to stay at the event
POPCORN SUPPLIES ..... $\$ 1.00$ per person

## PIZZA AND SUBS

16 IN. PIZZA
Choice of Cheese, Pepperoni, Sausage or Veggie.
Make it a meal for an additional $\$ 5.00$ per person
Meal includes Caesar Salad, Garlic Breadsticks, Assorted Cookies and Canned Sodas

SUB SANDWICH PLATTER$\$ 48.50$

Platter includes 30 sandwiches (4in.) in a variety of turkey, ham, roast beef and vegetarian

## DESSERT CHOICES

PER DOZEN

- ASSORTED COOKIES ..... $\$ 10.50$
- RICE KRISPIE SQUARES ..... $\$ 9.00$
- ICED BROWNIES W/ TOPPINGS ..... \$15.75
- GHIRARDELLI BROWNIES ..... $\$ 13.00$
- MINI CHEESECAKES ..... \$15.00
ICE CREAM
- PEMBERTON SUNDAES ..... $\$ 4.50$ each
- INDIVIDUAL CUPS ..... \$1.50 each
Vanilla, Chocolate, Strawberry, and Orange Sherbet
- ICE CREAM BAR$\$ 10.50$ each
*Minimum of 50 people
Chocolate \& Vanilla Ice Cream w/ Assorted Toppings
PER PIECE
- ASSORTED FRUIT PIES ..... $\$ 3.00$
- ASSORTED CREAM PIES ..... $\$ 3.00$
- ASSORTED FRUIT COBBLERS ..... $\$ 3.00$
- NEW YORK CHEESECAKE ..... $\$ 4.50$
- ASSORTED CHEESECAKE ..... $\$ 4.00$
- CHEESECAKE MARTINIS ..... $\$ 4.00$
- MINI CAKES ..... \$2.50
Choose from Red Velvet, Peanut Butter Cream or Key Lime
- CARROT CAKE ..... $\$ 5.00$
- FULL SLICE LAYER CAKE ..... $\$ 5.00$
- HALF SLICE LAYER CAKE ..... $\$ 3.00$
Choice from Chocolate, Strawberry, Lemon or Orange



We appreciate the opportunity to become your caterer of choice! In accordance with University policy, Panther Catering will be the exclusive provider of catering services within the University Union at Eastern Illinois University.
eiu.edu/dining/catering.php 217-581-6082


