

Special Moments Catering and Events

Our Catering Company Policies

Basic Ordering Information

Orders can be placed over the phone, by fax or by email. An emailed confirmation will be sent within 24 hours. Please contact us if you have not received it in that timeframe.

You must confirm your final number of guests at least 48 hours prior to the day of your event.

Groups of over 100 people require a confirmation 5 business days prior to the day of the event.

After this timeframe, you may increase, but not decrease your guest count.

We do require a minimum order of \$150.00 unless otherwise specified.

All menus and prices are subject to change based on product availability.

An operations fee is added to every order. This fee includes a fuel surcharge, delivery and cleanup. The fee may also vary depending on the venue that you have selected and their catering requirements.

Payment Methods

We accept most major credit cards, checks and cash. Corporate accounts may be permitted a 30 day billing cycle, based on management discretion. All accounts past due will be assessed a 2% late charge for every day the account remains overdue. Accounts over 120 days past due will be sent to collections.

A \$150.00 non-refundable deposit can be placed at any time to hold a date.

This deposit will be applied to the final contract.

A 50% deposit is required 30 days prior to the event. If cancellation occurs 15–30 days prior to the event, 50% of the deposit will be returned. If the cancellation occurs 14 days or less prior to the event, the full deposit will be non-refundable.

Final balance is due on the day of your event.

If a corporate billed accounts needs to cancel an order, 48 hour notice is required. Any cancellation that occurs with less notice will be subject to the full charges for that event.

Catering Service

Our service staff consists of the following:

Catering Service personnel—those who will conduct buffet or plated Service (Recommended for any event over 30 people or utilizing china)

Scullery service—those who will plate meals and prepare food on-site

Floor captains—those who will oversee plated service

(1 required for every 100 people)

Scullery Captains—those overseeing plated service and food service

Banquet Captains—the overall manager of your event

(Required for most events)

Cost: \$20.00 per hour for catering service and scullery service

\$22.00 per hour for floor captains and scullery captains

\$25.00 per hour for banquet captains and chefs

When hiring servers, ample time should be given to allow for proper setup and cleanup. Gratuity is not included in any of our fees. If you are satisfied with your service and wish to tip accordingly, please give it directly to your service staff.

Breakfast Menu Options

Minimum order of 30 people.

Traditional Continental

\$6.50 per person

Assortment of Muffins, freshly baked banana, cinnamon raisin and zucchini breads, fresh fruit salad, Assorted Juices and Coffee

Hot Breakfast Choices

Minimum order of 30 people. All hot breakfasts include:

Fresh Fruit Salad

Country Red Potatoes

Assorted Juice and Coffee (regular and decaf)

"South of the Border"

\$8.95 per person

Includes Breakfast burritos (scrambled eggs, cheese and sausage)

"Better Batter"

\$8.95 per person

Includes French toast and pancakes

"Scrambled Egg Bake"

\$8.95 per person

A delicious combination of eggs, cheese and bread combined with your choice of bacon or sausage

"A Little Quiche"

\$9.95 per person

Includes Ham, Cheese and Egg Quiche or Sausage, Egg and Cheese Quiche (vegetarian options available)

Omelet Station

\$12.50 per person

Omelet station includes: eggs cooked to order with guests' choice of the following: bacon, mushrooms, onions, sausage, peppers, cheese, ham, tomatoes, fresh herbs

Omelet Chef: \$25.00 per hour (One chef needed per 15 people)

Breakfast Variations:

Add bacon or sausage (3 pieces) to any breakfast for **\$1.75 per person**

All breakfasts available without beverages for **\$1.50 less per person.**

Add individual yogurts to any breakfast option for **\$.75 each.**

Add a Yogurt Parfait Bar (low fat vanilla yogurt served with sides of granola and seasonal fruit pieces) for **\$3.25 per person**

Add assorted bagels and cream cheese to any breakfast option for **\$20.00 per dozen.**

Add Assorted Danishes for **\$1.25 per person**

Lunch Menu Options

All lunches are served with iced tea and lemonade.

Soup and Salad Bar **\$ 10.50 per person**

*Chopped iceberg and romaine lettuce, combined with celery, carrots and red cabbage served with topping bar (cucumbers, bacon bits, cheddar cheese, grape tomatoes, chopped eggs and croutons) and assorted dressings. Includes Soup de jour, rolls and butter and choice of dessert.

Basic Box lunch served in white glossy box **\$7.75 per person**

MINIMUM OF 20 BOX LUNCHES REQUIRED FOR DELIVERY

Assorted Sandwiches (choose from Turkey, Ham, Veggie or Chicken Salad), bag of chips, cookies, utensils, napkins and piece of fruit. Canned soda or bottled waters included (1 per person)

**Sandwiches are prepared on large croissants unless requested otherwise.*

Box Lunch Variations:

- Add side salad \$1.25 per person
(potato, vegetable pasta, or macaroni)
- Add additional sodas or bottled waters \$1.00 each
- Add Roast Beef to any sandwich \$3.00 per person
- Upgrade your container (black plastic with clear lid) \$1.00 each

The Deli Buffet **\$9.75 per person**

Create your own sandwich with assorted meat and cheese trays, assorted breads and rolls, lettuce and tomato tray, mustard and mayonnaise. Lunch includes potato salad, chips and pickles, cookies and brownies.

Croissant Sandwich Buffet **\$8.95 per person**

Assorted pre-made sandwiches (ham, turkey, chicken salad and veggie) served with your choice of side, chips and pickles and choice of dessert.

BBQ Sandwich (choose beef, chicken or pork) **\$9.25 per person**

Pulled BBQ sandwiches served with choice of side, chips and pickles and choice of dessert. You can choose to have a variety of meats as an option, but there must be a minimum of 15 of each ordered.

Assorted Wrap Buffet **\$10.50 per person**

Buffet to include choice of side, chips and pickles and choice of dessert.

Wraps consist of the following items wrapped in a soft flour tortilla with romaine lettuce & tomatoes:

- Turkey, mozzarella cheese and fresh basil with mustard
- Ham and provolone cheese with mayo
- Veggie Wrap - sprouts, mushrooms and avocado in a ranch sauce

Wrap Buffet Variations

Upgrade your wrap selections for an additional \$1.00 each.

Chicken Caesar Salad Wrap

Shredded Chicken Taco Wrap- combined with cheddar cheese, sour cream, lettuce, chopped tomatoes Served with salsa and guacamole.

Lunch and Dinner Options

Traditional Style Entrées

All traditional style entrées are served with the following:

Rolls and Butter
Choice of one salad or one hot vegetable selection
Choice of one side dish
Choice of one dessert selection
Iced tea and Lemonade

Stuffed Chicken Breast **\$16.95 per person**

*Chicken breast stuffed with ricotta cheese, chopped spinach and fresh oregano, baked to a golden brown

Oven Fried Chicken **\$11.75 per person**

*Oven fried to provide a healthier alternative to this traditional favorite

Chicken Cordon Bleu **\$14.25 per person**

*Chicken breast, rolled with ham and cheese, sautéed and served with a creamy chicken sauce.

Lemon Herb Chicken Breast **\$13.25 per person**

Chicken Asiago **\$13.25 per person**

*Chicken breast grilled and then finished in the oven, served with a creamy Asiago, chardonnay cheese sauce

Roast Prime Rib of Beef (12 oz portion) **\$19.95 per person**

*Available in a lunch size portion (8 oz) for **\$17.50 per person**

Beef Rollups **\$13.25 per person**

*Sirloin rolled with a stuffing of seasoned bread crumbs and herbs, baked in a creamy beef mushroom sauce

Sirloin tips in a burgundy, mushroom sauce **\$17.95 per person**

Pork Medallions in a cider, apple cream sauce **\$16.95 per person**

Mexican Style Entrée's

All Mexican style entrées are served with refried or black beans, Spanish Rice, chips and salsa, your choice of dessert and iced tea and lemonade.

Chicken or Beef Taco Bar **\$12.75 per person**

*Shredded chicken or beef, served with cheese, lettuce, tomatoes, sour cream, salsa, hard and soft taco shells

Chicken or Beef Fajita Bar **\$13.75 per person**

*Sautéed chicken breast, peppers and onions served with sides of sour cream, salsa and guacamole

Beef Enchiladas in red sauce **\$10.75 per person**

*Shredded beef and cheddar, rolled in a flour tortilla and topped with a red enchilada sauce

Sour Cream Chicken Enchiladas **\$10.75 per person**

*Shredded chicken and cheddar cheese, rolled in a flour tortilla and topped with our delicious sour cream and green chili sauce

Lunch and Dinner Options

Italian Style Entrées:

All Italian style entrées are served with garlic breadsticks, Caesar or Garden Salad, our choice of dessert, and iced tea and lemonade.

Italian Meat Lasagna

\$12.75 per person

Vegetable lasagna also available

Chicken Marsala

\$13.25 per person

Italian breaded chicken breast served with a Marsala wine sauce, served with our delicious oven roasted red potatoes

Stuffed Shells

\$12.75 per person

Large Pasta shells filled with manicotti cheese and topped with a marinara sauce

Chicken Picatta

\$13.25 per person

Chicken cutlet, lightly seasoned and dredged in flour, browned and finished in a lemon caper pan sauce, served with angel hair pasta

Chicken Parmigiana

\$13.25 per person

Italian breaded chicken breast, browned and served with marinara sauce and mozzarella cheese, served with linguini

Fish and Vegetarian Entrée's

All of the following include rolls and butter, choice of salad or hot vegetable, choice of side dish, choice of dessert, and iced tea and lemonade.

Eggplant Parmigiana

\$12.75 per person

Lightly breaded eggplant topped with marinara and mozzarella and parmesan cheeses.

Pecan crusted salmon

\$16.95 per person

Our award-winning dish! Salmon dredged in flour and egg, crusted with pecans and then pan seared. Finished in the oven and topped with a delicious lemon cream sauce.
*Also available baked (without pecans)

Vegetable lasagna rolls

\$12.75 per person

Lasagna noodles, filled with squash, peppers, zucchini and mushrooms, rolled and baked in a marinara sauce

Crab cakes with roasted red pepper aioli

\$16.75 per person

Lettuce Wraps

\$12.75 per person

Diced peppers, onion, water chestnuts, bamboo shoots and mushrooms.
Sautéed with teriyaki sauce. Served with iceberg lettuce cups.

Add diced chicken for \$1.00 more per person

Broccoli Ricotta Cannelloni

\$12.75 per person

Cannelloni stuffed with broccoli, ricotta cheese and pine nuts, topped with marinara sauce

A Taste of Italy—Themed Dinner Menu

- Start off your meal with a delicious **Antipasto Display**. This will include baguettes and assorted crackers, Genoa salami, cubed cheeses, cheese spreads, olives, peppercinis, carrots, and grape tomatoes.

- Next, guests will enjoy a “**Made-to-order**” **Pasta Station**
The following pastas, toppings and sauces are prepared to order on-site.
Assorted Pastas (penne, tortellini and ravioli)
Assorted Toppings (Italian Sausage, Assorted Peppers, Zucchini, Mushrooms, and Fresh Parmesan Cheese)
Assorted Sauces (Marinara Sauce and Alfredo Sauce)
*Additional sauces available upon request (additional fees may apply)
Minimum of two Pasta Chefs required for the pasta bar (Groups of over 100 should add additional chefs as needed – usually one per every 50 guests.)
Pasta chefs are \$25.00 per hour

- Then, choose one of the following entrées:
Chicken Parmigiana: breaded chicken breasts sautéed in olive oil and baked with a marinara sauce, topped with mozzarella and parmesan cheese
Chicken Marsala: lightly breaded chicken breasts, seasoned with garlic and parmesan and baked with a marsala, sherry sauce
Stuffed Shells: large pasta shells filled with manicotti cheese & Italian sausage & topped with marinara sauce

- All entrées include:
Garlic Breadsticks
Caesar Salad
Hot Vegetable Medley – broccoli, cauliflower, carrots and squash tossed in olive oil, rosemary and parmesan cheese

\$19.95 per person

***There is a minimum of 30 people for this menu.**

Special Moments has many creative themed menus. “A Taste of Italy” is one of our most popular. For more themed menus, please contact us!

“A Taste of Italy” Variations:

- Add an additional entrée selection for \$3.95 per person
- Add Assorted Italian Desserts for \$2.95 per person
- Add Iced tea and Lemonade for \$1.00 per person
- Add Regular or Decaf coffee for \$1.50 per person

BBQ Menu Options

A minimum of 30 people is required for all menus below

Basis BBQ Package	\$7.00 per person
All-Beef Hotdogs & Hamburgers with plain buns	
All condiments (including lettuce and tomatoes)	
Assorted Chips (1 bag per person)	
Assorted Sodas (1 per person)	
All necessary catering service is included for up to four hours.	
Additional hours are available if necessary at our normal server pricing.	
Upgraded BBQ Package	\$9.50 per person
All Beef Hotdogs & ¼ Hamburgers (upgraded size) with gourmet seeded buns	
All condiments (including lettuce, tomatoes and cheese)	
Assorted Chips (1 bag per person)	
Assorted Sodas (1 per person)	
All necessary catering service is included for up to four hours.	
Additional hours are available if necessary at our normal server pricing.	
Gourmet BBQ Package	\$21.95 per person
Tri-tip Steak marinated in special sauce	
Grilled Chicken Breast	
Baked Potatoes with all the trimmings	
Tossed Garden Salad with ranch and Italian dressing	
Rolls and Butter	
All necessary catering service is included for up to four hours.	
Additional hours are available if necessary at our normal server pricing.	
<u>Customize your package:</u>	
Add a side salad	\$1.50 per person
*Choose from potato salad, macaroni salad, coleslaw or vegetable pasta salad	
Add baked beans	\$1.50 per person
Add mini corn cobs	\$1.50 per person
Add a dessert	\$1.50 per person
*Choose from Brownies, Assorted Cookies, Apple or Cherry Crisp or Fruit Pies	
Add Grilled Chicken Breasts	\$3.00 per person
Add Grilled Bratwurst	\$2.00 per person
Add Grilled BBQ Ribs	\$5.50 per person

Hot and Cold Appetizer Selections

The following options are intended to allow you to create your own variety of appetizers.

There is a minimum of 30 people for this menu.

Select two cold and two hot appetizers for \$9.75 per person
Select three cold and three hot appetizers for \$11.75 per person
Select four cold and four hot appetizers for \$13.75 per person

Cold Appetizer Choices

Ham and Swiss cheese roll-ups: a delicious spiral of ham, California onion dip and Swiss cheese, rolled and sliced.
Pinwheel tortillas: Flour tortillas with assorted cream cheese fillings
Fiesta layered dip with corn chips and salsa
Fresh vegetables and dip
Fresh fruit Display with cinnamon whipped dip
Cheese Display with crackers and baguettes
Cucumber rounds topped with dill cream cheese and baby shrimp
Bruschetta served with toasted baguettes
Mini phyllo shells with apple walnut salad

Hot Appetizer Choices

Spicy, Teriyaki or honey BBQ chicken wings
Swedish, Italian, BBQ or Sweet and Sour Meatballs
Beef or Chicken Taquitos served with salsa and guacamole
Baked ham with mini-bun
Barbecue sausage bites
Teriyaki Chicken Skewers
Mini Quiches
Stuffed Mushrooms (recommended for passing or if able to prep on-site)
Spinach and artichoke dip served with toasted baguettes
Hot Crab dips served with toasted baguettes and crackers
Mini empanadas filled with spicy chicken or beef and cheese

Customize your Appetizer Package:

Add Ice Tea and Lemonade \$1.00 per person
Add Regular or Decaf coffee \$1.50 per person

Waterfall Antipasto Display \$6.95 per person

*Cascading display of salami, cubed cheeses, cheese spreads, grape tomatoes, olives, peppercinis, and carrots, served with crackers and baguettes. As an addition to your existing buffet or as it's own display, the antipasto display is an abundant and colorful buffet item. Consider building the display around a custom designed ice sculpture (sculptures begin at \$400.00)

Salads, Side Dishes and Dessert Selections

Salad Selections

- Orange and Almond Spinach Salad - spinach leaves tossed with sliced oranges, almonds and a tangy citrus sauce
- Caesar Salad
- Mixed greens tossed with cherry tomatoes, served with a raspberry vinaigrette dressing
- Traditional tossed green salad served with ranch and Italian dressings
- Tomato, red onion and basil salad

Hot Vegetable Selections

- Green Bean Almondine
- Broccoli and Cauliflower with Cheese
- Buttered carrots
- Corn on the cob or buttered corn
- Peas with mushrooms
- Seasonal Vegetables - such as asparagus, squash or zucchini (Please ask for availability)

Side dishes Selections

- Wild rice salad (served cold):
- Cream cheese mashed potatoes
- Spanish rice
- Southwest seasoned black beans
- Oven roasted red potatoes
- Rice Pilaf
- Sausage bread stuffing
- Creamy garlic mashed potatoes
- Long grain wild rice
- Linguini with basil chardonnay sauce
- Baked potatoes and sour cream
- Red potato salad
- Macaroni salad
- Vegetable pasta salad
- Coleslaw
- Waldorf salad

Dessert Selections:

- Fresh Fruit Pies
- Carrot Cake
- Chocolate Mousse
- Cheesecake with fruit topping
- Apple or Cherry Crisp
- Brownies
- Chocolate Cake
- Assorted Cookies
- Strawberry Shortcake
- Assorted Dessert Platter - chef's choice

Customize your own menu

- | | |
|--|-------------------|
| Assorted Bottled Juices (one per person) | \$2.00 per person |
| Assorted Bottled Teas (one per person) | \$2.00 per person |
| Add a Salad to any meal | \$2.50 per person |

Add a Side Dish to any meal	\$1.50 per person
Add a Hot Vegetable to any meal	\$1.50 per person
Add an additional dessert	\$2.50 per person
Add an additional entrée to any meal	\$3.95 per person
Assorted Sodas	\$1.00 per person
Bottled Waters	\$1.00 per person
Regular or Decaf Coffee	\$1.50 per person
Beverage Package (ice tea, lemonade or punch)	\$1.00 per person

*Includes your choice of two of the above, cups and ice