

UC Berkeley Catering

CATERING MENU





BREAKFAST

BREAKFAST

Minimum 25 people. Priced per person unless otherwise specified.

Buffet

Continental Breakfast

18.95

Assorted Danishes including Lemon, Strawberry, Salted Caramel and Cherry House Baked Petit Croissants including, Butter, Chocolate Hazelnut, Almond, Apricot

Seasonal Sliced Fruit

Fresh Orange Juice

Peet's Coffee – Fair Trade Regular & Decaf Coffee, Assorted Teas, Half & Half, Soy Milk

Classic Hot Breakfast

26.75

Organic Scrambled Eggs ✓ or Seasonal Vegetable Frittata ✓ (select one)

Bacon, Pork Sausage Links, or Chicken Apple Sausage Links (select one)

Biscuits with Butter & Jam

Berkeley Home Fries

Fresh Orange Juice

Peet's Coffee – Fair Trade Regular & Decaf Coffee, Assorted Teas, Half & Half, Soy Milk

Breakfast Burrito

21.95

Choose One Type:

- Chorizo Sausage, Organic Scrambled Eggs & Cheddar Cheese
- Potatoes, Roasted Corn, and Black Beans with Organic Scrambled Eggs & Cheddar Cheese
- Vegan Egg and Soyrizo with Roasted Corn and Black Beans

Gluten free substitution will be served with corn tortillas for breakfast tacos at no additional cost.

Berkeley Home Fries - Yukon Gold Potatoes, Peppers and Onions

Fresh Orange Juice

Peet's Coffee – Fair Trade Regular & Decaf Coffee, Assorted Teas, Half & Half, Soy Milk ✓

BREAKFAST

Minimum 25 people. Priced per person unless otherwise specified.

Breakfast Sandwich

22.25

Upgraded classic breakfast sandwich on toasted Whole Wheat English muffins:

Choose One Type:

- Pork Sausage Patty, Organic Scrambled Eggs & Cheddar Cheese
- Sautéed Baby Spinach, Organic Scrambled Eggs & Cheddar Cheese
- Vegan "Egg" Patty with Sautéed Baby Spinach and Caramelized Onion

Gluten-Free English Muffin **+\$2.95**

Berkeley Home Fries - Yukon Gold Potatoes, Peppers and Onions

Fresh Orange Juice

Peet's Coffee – Fair Trade Regular & Decaf Coffee, Assorted Teas, Half & Half, Soy Milk ✓

The Lodge Breakfast

19.95

Organic Red Mill Oatmeal

Brown Sugar, Coconut, Toasted California Walnuts, Dried Cranberries, Milk, and Natural Maple Syrup ✓

Chicken Apple Sausage ✓

Seasonal Fresh Sliced Fruit ✓

Fresh Orange Juice

Peet's Coffee – Fair Trade Regular & Decaf Coffee, Assorted Teas, Half & Half, Soy Milk ✓

BREAKFAST

Minimum 25 people. Priced per person unless otherwise specified.

Breakfast Pastries

By the dozen. Minimum 2 dozen.

Assorted Bagels & Cream Cheese 🌿 🥛 🥚 ✓ 36.00
Sesame, Cinnamon Raisin, Everything, Tomato & Cheese, Jalapeño, Whole Wheat ✓
*Bagel station includes toaster where applicable

Add Smoked Salmon **+6.25/pp. Minimum 25 people.**

House Baked Croissants 🌿 🥛 🥚 38.00
Chocolate Hazelnut, Almond, Apricot, Butter

Assorted Doughnuts 🌿 🥛 🥚 32.00
Raised Glazed, Old Fashion, Chocolate, Old Fashion Maple

Assorted Muffins 🌿 🥛 🥚 43.75
Blueberry Crumble, Morning Glory (Vegan), Banana Nut
By the dozen. Minimum 2 dozen.

A La Carte

Minimum order of 25.

Seasonal Sliced Fruit or Individual Cup 🌿 ✓ 5.25 each

Seasonal Whole Fruit (by dozen) 🌿 ✓ 3.00 each

Individual Chobani Yogurts 🥛 ✓ 3.95 each

Coconut Chia Pudding with Fresh Berries & Toasted Almonds 6.25 each

Vegan Breakfast Sausage 3.95 each

Applewood Smoked Bacon or Chicken Apple Sausage 3.95 each

Hard-Boiled Eggs 🥛 ✓ 1.75 each

Gluten Free Blueberry Muffins Minimum order 1 dozen 4.25 each

Oat Milk Barista Blend 1qt 5.25 each

Almond Milk Barista Blend 1qt 5.25 each



BREAKS

BREAKS

Minimum 25 people. Priced per person.

Packages

Packages include assorted individual beverages.

Fruits & Nuts

15.50

Select One: Roasted Spiced Nuts ✓, Traditional Chex Mix, House-made trail mix

Select One: Seasonal Fresh Sliced Fruit ✓, Seasonal Whole Fruit ✓

Chips & Dips

15.00

Select Two: House-made Pico De Gallo ✓ & Guacamole ✓ with Corn Tortilla Chips

House-made Potato Chips (choice of BBQ or Sea Salt & Black Pepper)

Roasted Red Pepper Hummus ✓ with Pita Chips

Wellness

13.75

Select Two:

Seasonal Fresh Sliced Fruit

Seasonal Crudité with Buttermilk Herb Dip

Roasted Red Pepper Hummus ✓ with Pita Chips

Whole Fruit

House Baked Sweets

12.95

An Assortment of Freshly Baked Cookies and Dark Fudge Brownies Served with Peet's Coffee

Select One: Regular Coffee, Decaf, Selection of Teas or Assorted Sparkling water.

Popcorn Bar

12.75

Customize your own bag of freshly popped popcorn ✓ with various spices, herbs, and shakers including Herbed Ranch, Togarashi, Parmesan Garlic, Cheddar Cheese

BREAKS

Minimum 25 people. Priced per person.

A La Carte Snacks

25 guests minimum, priced per person.

California Spiced Nuts 🌰 VG ✓	5.75 each
Parmesan Truffle Popcorn 🧀 V	3.75 each
House-Made Trail Mix 🌿 🧀 VG ✓	6.95 each
Assorted Nature Valley Granola Bars 🌿 V	2.95 each
House-Made Potato Chips VG	3.85 each
House-Made Pico de Gallo & Guacamole with Corn Tortilla Chips VG	9.25 each
Roasted Red Pepper Hummus with Pita Chips 🌿 VG	7.75 each
Seasonal Sliced Fruit or Individual Cup VG ✓	5.25 each
Seasonal Whole Fruit (By the Dozen) VG ✓	3.00 each

Sweets By the dozen.

Assorted Mini Cupcakes 2 dozen minimum per flavor 🌿 🧀 🥚 Bourbon Vanilla, Red Velvet, Chocolate Salted Caramel (Vegan & GF Available)	34.95/doz
Golden Bear Cupcakes 🌿 🧀 🥚 Chocolate Cupcakes with Vanilla Frosting and Golden Bear Fondant (Vegan & GF Available)	49.95/doz
Specialty Full-Size Cupcakes 1 dozen minimum per flavor 🌿 🧀 🥚 Cookies & Cream, Strawberry, Funfetti (Vegan & GF Available)	48.95/doz
Assorted Cookies 🌿 🧀 🥚 Fresh-Baked Assorted Cookies	26.00/doz
Double Fudge Brownies and Toffee Blondie Bars 🌿 🧀 🥚	34.75/doz
Assorted Mini Macarons 🧀 🥚 🌰 Chocolate, Coffee, Lemon, Raspberry, Vanilla, and Pistachio	43.95/doz



RECEPTION



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Passed Hors d'Oeuvres

Can be plattered as well

3 Selections	16.25
4 Selections	18.50
5 Selections (Minimum 100 people)	25.25

Roasted Mushroom Arancini with Saffron Aioli 🌿 🥛 🥚 v

Fig and Peppered Goat Cheese Puffs 🌿 🥛 v

Curried Potato and Pea Samosa with Cilantro Chutney 🌿 vg

Mini Crab Cakes with Sriracha Remoulade 🌿 🥛 🥚 🦞

Local Beet Lollipops with Pecan and Goat Cheese Mousse 🥛 🌰 v ✓

Vietnamese Pork Belly Skewers with Fresh Cucumber p

Smoked Beef Tenderloin with Point Reyes Blue Cheese and Dijon Crostini 🌿 🥛

Harissa Chicken Skewers with Honey Pomegranate Glaze ✓

Lime-Grilled Shrimp Skewer with Marinated Avocado and Corn Chip Crunch 🌿 🦞 ✓

Tuna Poke with Cucumber, Pickled Ginger, and Spicy Aioli 🥚 ✓

Deviled Eggs with Crispy Potatoes and Bacon 🥛 🥚 v

Smoked Salmon Tartelette with Lemon Aioli and Chervil 🌿 🥚 🦞 v

Thai Basil and Bacon-Wrapped Shrimp with Honey Miso Glaze 🦞

Caprese Skewer with Pesto, Bocconcini, Fresh Tomato, and Basil 🥛

Vegan and Gluten-Free Plant-Based Teriyaki Beef Skewers vg g

Vegan and Gluten-Free Plant-Based Sweet Chili Chicken Skewers vg g

RECEPTION

Stationed Platters *25 guests minimum.*

2 Selections	27.75
3 Selections	35.00

A La Carte Pricing

Seasonal Crudité Buttermilk Herb Dip 🥛 v ✓	9.25
Smoked Salmon Platter 🌿 🥛 🥚 🐟 Lemon, Capers, Shaved Onion, Crispy Flatbread	13.50
Chef's Selection of Local Charcuterie 🌿 Sliced Cured Meats, Whole Grain Mustard, Cornichon, Crostini	17.25
Mediterranean Platter 🥛 v Seasonal Roasted Vegetables ✓, Roasted Red Pepper Hummus ✓, Dolmades, Feta Cheese, Cured Olives	13.75
Chef's Cheese Platters 🌿 🥛 Classic Cheese Platter- Sharp Cheddar, Pepperjack, Colby Jack, Dried Fruits, Nuts, Crackers	10.50
Local Artisanal Cheeses 🌿 🥛 🥚 Rotating selection of cheeses from Cypress Grove, Point Reyes, Bellwether Farms, Dried Fruits, Nuts, Crackers	15.95

RECEPTION

Small Plate Stations

Slider Display *50 Guests Minimum*

27.95

Buttermilk Fried Chicken with Cilantro Slaw and Spicy Aioli 🌿 🥛 🥚

Pulled Smoked Pork with BBQ Sauce and Pickled Red Onion 🌿 🐷

Beyond Meat with Sharp Cheddar, Caramelized Onions, and Thousand Island Dressing 🌿 🥛 🥚

Street Taco Station *75 Guests Minimum*

29.50

A Variety of Made-to-Order, Street-Style Tacos, with Guest Choice of Meat Served on Warm Corn Tortillas

(Choice of Two Types)

All Served with Diced Onion, Cilantro, Fresh Salsas, Radish, Limes, and Chiles Toreados ✓

Barbacoa - Tender Shredded Beef Braised with Jalapeño and Spices

Carnitas - Slow-Cooked Pork with Orange and Oregano

Pollo Asado - Marinated Chicken Grilled with Fresh Lime and Cilantro

Potato Taco - Roasted Sweet Potato, Black Beans, and Grilled Fresh Corn with Poblanos and Sweet Onion

Add Chips & House Smashed Guacamole

+6.25



BUFFET

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Minimum 25 people. Priced per person unless otherwise specified.

Themed Buffets

Includes Iced Water and Choice of Lemonade or Iced Tea

Tutto Bene

29.95

- Classic Caesar Salad 🌿 🥛 🥚 v
- Tuscan White Bean Salad vg ✓
- Choose One: Chicken Parmesan or Chicken Piccata 🥛
- Choose One: Penne Marinara or Pesto Tortellini 🌿 🥛 🥚 v
- Garlic Bread 🌿 🥛 🥚 v
- Italian Wedding Cookies 🥛 🥚 v

Enhancement Options

Antipasti Platter

10.00

Grilled Squash and Peppers, Marinated Artichokes, Cured Olives, Sliced Salamis, and Pesto-Tossed Bocconcini 🥛 🥚

Tiramisu

5.00

Substitute Pasta for Vegetable Lasagna

5.00

Nuevo Latino

31.95

- Southwest Caesar — Chopped Romaine and Kale with Cilantro, Toasted Pepitas, and Crispy Tortilla Strips with Creamy Chipotle Dressing vg ✓
- Braised Black Beans vg ✓
- Spanish Rice vg
- Choose one: Chicken ✓ or Beef Fajitas, 🥛 or Spiced Local Tofu vg
- Served with Cheddar Cheese, Pickled Jalapeños, Cilantro, Sour Cream, Pico de Gallo, Guacamole, and Corn & Flour Tortillas 🌿 v
- Mexican Wedding Cookies 🥛 🥚 v

Enhancement Options

Add Cheese Enchiladas 🌿 🥛 🥚 v

8.00

Add Slow Cooked Carnitas P 🌿

8.00

Add Shrimp Fajitas 🍤 ✓

10.00

🥚 Soybeans 🌿 Sesame vg Vegan P Pork G Gluten 🌿 Wheat 🥛 Dairy 🌰 Tree nuts
🥚 Eggs 🌿 Peanuts 🍤 Shellfish 🐟 Fish v Vegetarian A Alcohol K Kosher H Halal ✓ Eat Well Berkeley

BUFFET

Minimum 25 people. Priced per person unless otherwise specified.

Berkeley Sandwich and Salad

28.25

Sandwich Trays *(Pick Two Types)*

All Sandwiches Come with Organic Mixed Greens, Tomato, and Pepperoncinis, and Are Served on a Local Soft Roll *(Gluten-Free Options Available)*.

Bancroft — Roast Beef, Prosciutto, Salami, Provolone

Zellerbach — Ham, Salami, Mortadella, Provolone

Greek — Mediterranean Grilled Chicken Breast

Wheeler — Turkey, Bacon, Swiss *(Vegetarian Option Available)*

Sather — Fresh Mozzarella, Grilled Portobello, Basil

Gluten-Free Bread **+2.95**

Salad Bowls *(Pick One)*

Kale Caesar — Torn Organic Kale with House-Made Caesar Dressing, Croutons, and Parmesan Cheese

Green Salad — Mixed Greens with Cucumber, Tomatoes, Grated Carrots, and Balsamic Vinaigrette

Housemade Kettle Chips

Assorted House-Baked Cookies 🌿 🥛 🥚 🌱

Enhancement Options

Add Soup of the Day

+6.00

- Broccoli Cheddar
- Minestrone
- Mexican Chicken Tortilla
- Organic Tomato Bisque

Berkeley BBQ Buffet

37.50

- **Chopped Ranch Salad** — Iceberg Lettuce with Creamy Buttermilk Dressing, Bacon, Sharp Cheddar, Tomatoes, Cucumber, and Croutons
- **Pulled Pork P** — Slow-Roasted Pork Shoulder, Shredded and Tossed with Barbecue Sauce
- **Mary's Chicken** — Roasted Chili Lime Chicken Thighs ✓
- BBQ Baked Beans **VG**
- Caramelized Onion Cornbread
- Double Fudge Brownies 🌿 🥛 🥚 🌱

Enhancement Options

Slow-Cooked Beef Brisket

12.00

Truffle Mac 'n' Cheese with Toasted Breadcrumbs

4.95

🥚 Soybeans 🌱 Sesame **VG** Vegan **P** Pork **G** Gluten 🌿 Wheat 🥛 Dairy 🌰 Tree nuts
🥚 Eggs 🌰 Peanuts 🦞 Shellfish 🐟 Fish **V** Vegetarian **A** Alcohol **K** Kosher **H** Halal ✓ Eat Well Berkeley

BUFFET

Minimum 25 people. Priced per person unless otherwise specified.

Mediterranean

39.95

- **Fattoush Salad** — Finely Chopped Romaine Lettuce, Cucumber, Bell Pepper, and Red Onion Mixed with Baked Pita Chips and a Fresh Lemon Mint Vinaigrette 🌿 v ✓
- **Vegetable Tagine** — Roasted Vegetables with Harissa, Almonds, and Lemon Yogurt
- **Pomegranate Chicken** — Grilled Free-Range Bone-In Chicken Dressed with Pomegranate Molasses ✓
- **Hummus** vG ✓
- **Dolmas** — Grape Leaves Stuffed with Rice, Fresh Mint, Sweet Onions, and Olive Oil 🌿 vG
- **Saffron Rice** vG
- **Baklava** — Filo Dough Layers with Honey and Ground Pistachios 🌿 v

Enhancement Options

Honey Citrus Glazed Salmon

+11.00

Sather

49.95

Includes (1) Salad, (2) Entrées, (2) Sides, (1) Dessert, Water & Lemonade or Iced Tea, Coffee, Decaf, Hot Tea, Rolls, and Butter

Campanile*

55.95

Includes (1) Salad, (2) Entrées, (2) Sides, (1) Dessert, Water & Lemonade or Iced Tea, Coffee, Decaf, Hot Tea, Rolls, and Butter

Salads

Mixed Greens with Shallots, Almonds, and Sherry Vinaigrette vG ✓

- **Kale Caesar** — Torn Organic Kale with House-Made Caesar Dressing, Croutons, and Parmesan Cheese
- **Little Gem Lettuce** with Shaved Radish, Puffed Croutons, Fine Herbs, and Green Goddess Dressing 🌿 🥛 🥚 v ✓
- **Baby Arugula Salad** with Roasted Seasonal Beets, Fresh Goat Cheese, Toasted California Pecans, and Lemon Vinaigrette 🥛 🥚 v ✓
- **Apple & Radicchio Salad** with Hazelnuts, Point Reyes Blue Cheese, and Pomegranate Vinaigrette

Entrées

- **Chicken Piccata** — Lemon Parsley, White Wine, Capers, and Sun-Dried Tomatoes
- **Moroccan-Spiced Chicken** — Grilled Mary's Chicken Thigh with Cucumber Yogurt, Lemon, Garlic, Mint, and Parsley 🥛 ✓
- **Grilled Tri-Tip** with Chimichurri
- ***Zinfandel-Braised Boneless Beef Short Rib** with Natural Jus
- ***Honey Miso-Glazed Salmon** with Fresh Scallions and Black Sesame Seeds 🌿 🐟 ✓
- ***Pan-Seared Salmon** with Creamy Tomato and Dill Sauce
- **Vegetable Tagine** — Roasted Vegetables with Harissa, Almonds, and Lemon Yogurt
- **Seasonal Vegetable Lasagna** — Roasted Tomatoes and Local Ricotta 🌿 🥛 🥚 v
- **Grilled Polenta** with Braised Tomatoes and Parmesan

🥚 Soybeans 🌿 Sesame vG Vegan P Pork G Gluten 🌿 Wheat 🥛 Dairy 🌿 Tree nuts
🥚 Eggs 🥜 Peanuts 🐟 Shellfish 🐟 Fish v Vegetarian A Alcohol K Kosher H Halal ✓ Eat Well Berkeley

BUFFET

Minimum 25 people. Priced per person unless otherwise specified.
Includes iced water, choice of lemonade or iced tea

Sides

Creamy Parmesan Polenta 🥛 v

Yukon Gold Whipped Potatoes – Chives, Cream, Butter 🥛 v

Herb-Roasted Fingerling Potatoes – Chili Flakes, Olive Oil **VG** ✓

Wild Rice Pilaf – Garden Herbs **VG** ✓

Sautéed Haricot Verts with Crispy Shallots 🌿 **VG** ✓

Caramelized Brussels Sprouts with Crispy Bacon **P**

Seasonal Vegetables

Spring: Roasted Asparagus **VG** ✓

Summer: Grilled Summer Squash, Eggplant, Fresh Tomatoes **VG** ✓

Fall: Roasted Squash with Honey and Sage **VG** ✓

Winter: Roasted Root Vegetables, Salsa Verde **VG** ✓

Desserts

Lemon & Cream Shortcake 🌿 🥛 🥚 v

Buttermilk Carrot Cake with Pineapple, California Walnuts, and Cream Cheese Frosting 🌿 🥛 🥚 v

Raspberry and Almond Tart 🌿 🥛 🥚 v

Chocolate and Coffee Opera Cake with Espresso Buttercream and Ganache 🌿 🥛 🥚 v

***Flourless Chocolate Torte** – Whipped Cream, Maldon Sea Salt 🌿 🥛 🥚 v

Sub Gluten Free or Vegan Dessert per person **3.95**

Enhancement Options

Additions to your buffet can be added; quantity must be equal to guest count

Salad **3.25**

Entrée **12.00**

Side **4.95**

Dessert **4.95**



PLATED MEAL





PLATED MEAL

Minimum 50 people. Priced per person.

Select Plated Menu

74.95

Full service 3 course meal that includes a starter, entree and dessert course accompanied by Acme Bread and Beverages. Menus will be curated with the client for their event and based around seasonality and theme.

A few samples menus include

Acme Breads

Whipped Butter, Maldon Sea Salt

First Course

Little Gem Salad, Hearts of Palm, Avocado, Nasturtium & Toasted Spice Vinaigrette

Dinner Course

Local King Salmon or Spring Pea and Meyer Lemon Arancini

Local Beet Puree, Roasted Portobello, Sugar Snap Peas, Mint, Watercress, Black Garlic Jus

Dessert

Chocolate Gâteau with Milk Chocolate Mousse, Roasted Cocoa Nib, And Ganache

Sweet Potato Pull Apart Rolls with Brown Sugar Butter

Acme Breads

Whipped Butter, Maldon Sea Salt

First Course

Little Gem Salad With Spring Vegetables And Cucumber Buttermilk Dressing

Dinner Course

Collard Green Wrapped Blackened Salmon With Smoked Mashed Yams & Poblano Relish

Dessert

Apple and Pear Crisp with Brown Sugar, Pecan Topping



PLATED MEAL

Minimum 25 people. Priced per person.

Acme Breads

Whipped Butter, Maldon Sea Salt

First Course

Little Gem Lettuce, Frisee, Shaved Radish, Parmesan, Lemon Poppy Vinaigrette

Dinner Course

Honey Braised Bone in Short Rib

Creamy Potato Mash, Sauteed Purple Onion, Wilted Brassicas, Pan Reduction

Wild Mushroom Agnolotti with Wilted Brassicas, Heirloom Squash, Parmigiano Reggiano

Dessert

Vanilla Bean Cheesecake With Graham Cracker Crust And Marinated Strawberries



BEVERAGE SERVICE



BEVERAGE SERVICE

Individual

Canned Still Water ✓	2.50
Assorted Soft Drinks	2.75
Assorted Bubly Sparkling Water	2.50

Beverages in Dispensers

Peet's Coffee - Regular ✓	65.00/1.5 Gallon
Peet's Coffee - Decaf ✓	65.00/1.5 Gallon
Assortment of Numi Teas ✓	65.00/1.5 Gallon
Unsweetened Iced Tea ✓	35.00/gallon
Lemonade	35.00/gallon
Ice Water Station	15.00/gallon
Seasonally Infused Spa Water ✓	25.00/gallon



BAR SERVICE



BAR SERVICE

At this time, inclusive bar packages are available and provided by a third party business.

The most popular bar package types are listed below, and our sales coordinators will be happy to get you customized pricing for your event.

Each bar package includes alcoholic beverages, mineral & spring water, soft drinks, fruit juices, mixers, ice, glassware, garnish, setup, & breakdown. Glassware can be substituted for compostable.

Event minimums of \$1500 to apply.

Classic Beer, Wine, Soda

Premium, Beer, Wine, Soda

Deluxe Beer, Wine, Soda

Classic Full Bar

Premium Full Bar

Deluxe Full Bar

Kids' Package (*soda, assorted juices, water*)

Beer & Wine provided by client

Minimum 25 guests. 2 hour service limit. Products must be delivered to the venue at least six hours prior to the event. Any leftover items must be picked up immediately after the event.



RESOURCES

RESOURCES

Icons

 Soybeans	 Sesame	VG Vegan	P Pork
G Gluten	 Wheat	 Dairy	 Tree nuts
 Eggs	 Peanuts	 Shellfish	 Fish
V Vegetarian	A Alcohol	K Kosher	H Halal
 Eat Well Berkeley			

UC Berkeley Catering is proud to participate in the Eat Well Berkeley Program, an initiative aimed at increasing access to healthier food and beverage choices on campus. Be Well at Work - Wellness Program developed these Eat Well Berkeley nutrition guidelines. The guidelines are designed to support the UC Berkeley Healthy Meeting & Event Guide with food and beverage menu options that:

- Include more fruits and vegetables, whole grains, and high-fiber foods
- Use healthy protein sources
- Offer plant-based options
- Are prepared with healthy fats, no trans fats, and less added fat
- Emphasize whole and fresh ingredients, prepared with less salt and sugar and fewer processed or pre-packaged items
- Provide right-sized portions
- Emphasize sustainable foods to help achieve campus sustainable food service goals

For more information, visit uhs.berkeley.edu/eatwellberkeley

TERMS & CONDITIONS

Advanced Notice

Our experienced team of Sales and Event Managers are on hand to help meet the catering and event needs of your next occasion. For a smooth process, we recommend booking your event as early as possible. Orders and inquiries for event space may be placed by submitting an event inquiry at <https://formstack.io/81C70> or by email at catering@berkeley.edu

We require a minimum notice of seven (7) business days for any event requiring attendants. Orders received after 3:30 p.m. are dated the next business day and may incur additional fees for expedited service, if applicable (e.g., an additional \$50 rush delivery fee per order, or additional \$100 per order for served events).

Booking Confirmation and Payment

Booking

Once a catering order is placed with us, an Event Proposal or "BEO (Banquet Event Order)" detailing the agreed upon specifications of the event will be issued.

Catering must receive a signed BEO, or have final email acknowledgment and confirmation, Prior to ten (10) days of your event. Any changes made after the final approved BEO may incur additional charges. The last agreed upon arrangements will be used if a confirmation is not received.

Requests for events held on UCB recognized holidays must meet a \$7,000 minimum and are subject to approval.

Non-university clients are subject to sales tax.

Service Fee

A service fee of 20% will be added to all Food & Beverages to help offset the operating cost for things such as insurance, utilities, admin staff, and the fees we owe back to the campus.

Method of Payment

University departments can make payments in the form of a journal transfer; services provided are not subject to sales tax. Payment must be emailed to: catering@berkeley.edu.

A chart-string is needed in order to book an event, and all final charges will be billed to the chart-string provided. Chart-string must be provided and approved by the department's budget custodian, director, or MSO. Non-University individuals and businesses can make payments in the form of credit card (Visa, Mastercard, Discover, or American Express) or check payable to "UC Regents." The Cashiers' Office will contact you via phone to process credit card payments. Check payments should be mailed to: Cashiers' Office 2610 Channing Way, 2nd Floor, Berkeley, CA 94720.

TERMS & CONDITIONS

Final Payment

Final payment, other miscellaneous and incidental charges incurred on the event date are due within seven (7) days of sending the final invoice.

Guarantee of Attendance

A final, guaranteed guest count is required by 12pm, seven (7) days prior to the event date. Client is financially responsible for 100% of the BEO's final guaranteed number or the actual number of guests served, whichever is greater. Additional meals will be charged at a premium per person price (original menu price +15%). If a guaranteed number is not provided by the due date, the last estimated number will be used as the guarantee. Significant changes made after the guarantee date will be assessed a late fee.

Cancellations – Food and Beverage

Cancellations must be received in writing and confirmed by the event coordinator. The cancellation fee is a percentage of the total amount due under this contract. Cancellation fees cannot be applied to future events.

Cancellation Date Percentage owed;

Fourteen (14) business days prior to event date — 25% of total Food & Beverage Revenue

Seven (7) business days prior to event date — 50% of total Food & Beverage Revenue

Three (3) business days prior to event date — 100% of total Food & Beverage Revenue

Food & Beverages

Full-Service Buffets and Served Events

Our buffets and served events are priced to include food and beverage, compostable plates, flatware, and a level of service to handle your event.

Drop-Off / Delivery

Drop off service is available for events that do not require servers or an elaborate buffet setup. All hot food items will be served in disposable containers, and cold items in compostable or recyclable containers. Compostable plate and flatware will also be provided.

Catering requires a minimum order of \$350 for delivery and \$600 for delivery after 4pm and on weekends.

Drop off orders can be picked up at no additional charge from the Berkeley Catering Kitchen, located at 2701 8th St. Berkeley CA

Delivery/Setup Standards

To better ensure a successful delivery, we ask that you provide building and room access a minimum of (45) minutes prior to the start of your event, as shown on the order. For any deliveries to outdoor or public areas, ensure that a department representative will be present to receive the delivery and provide supervision prior to and during the event. Adequate loading and/or parking must be available for all deliveries and events.

TERMS & CONDITIONS

Additional labor charge may be assessed for any delivery without loading, parking or elevator accessibility to ensure a timely and safe delivery.

Unscheduled or additional trips will incur an extra \$75/per round trip fee, including delivery or pickup due to inaccessibility (e.g., locked rooms, meetings running late, or any other reason our equipment is not readily available for retrieval at the agreed upon time).

Catering is not responsible for any additional cleanup of an event unless otherwise noted and we will only pick up the equipment previously delivered.

Meal service times are scheduled for a maximum of 2 hours to preserve food quality and ensure food safety. Please consult with your sales coordinator if additional service times are necessary.

Removal of food and beverages (other than boxed meals) is not allowed due to public health and safety guidelines set forth by the office of Environmental, Health & Safety.

Linen & China

Standard service includes compostable plates, utensils, cups, and house linens to cover food service tables, and does not include linens for guest seating. China rentals are available and can be coordinated through Berkeley Catering for all events, at an additional cost.

Alcohol Policy

Any functions serving alcohol must be provided by a licensed alcoholic beverage provider. Alcoholic beverages may only be consumed in the location designated for the event. When alcoholic beverages are served, non-alcoholic beverages and food must also be served. Client is responsible for the conduct of all guests; no one under the age of 21 may be served alcoholic beverages.