

# ||| EVEN

## KITCHEN & BAR

*Catering Menu*





# Catering Information

**\*\*\*Prices and selections are subject to change based on the current event climate. \*\*\***

## **Banquet Event Order Deadlines**

*All menu selections, audio-visual equipment, room set-up and other details pertaining to your event must be received no later than 4 weeks prior to the start of your event. All food and beverage prices are guaranteed no earlier than (30) days prior to the event. Detailed Banquet Event Orders (BEOs) will then be sent to you for final approval and signature. Signed BEOs must be received by EVEN Hotel / Staybridge Suites(The Hotel) from the Group no later than 3 weeks prior to the first event. Food and beverage will not be ordered and staff will not be scheduled without signed Banquet Event Orders. Any Signed BEO's received after the 3 week cut off date may be subject to a 25% increase in pricing.*

## **Guarantee**

*The exact number of guests attending each event must be provided by 12 p.m. (noon) Seven days prior to the first scheduled event. If the guaranteed number of attendees exceeds the number on the signed BEO anytime within the seven day time period, an additional \$5 per person will be added to the charge for each additional meal.*

## **Meeting Reset Charges**

*For any changes made to a function within 24 hours, a minimum of \$250 reset charge will be posted to the group's Master Account.*

## **Late Fee**

*Groups will be charged a late fee of \$250 if food service is delayed more than 30 minutes past the pre-arranged time.*

## **Catered Functions**

*Catered functions served at the Hotel with less than the required minimum attendance will be charged the per person meal price up to the minimum required, or a surcharge of \$250, whichever is less. This charge is noninclusive of charges incurred for the room rental. Minimums are listed throughout this menu.*

## **Buffets**

*Meals will be served Buffet style (not an all you can eat buffet.) Buffet tables are replenished frequently to maintain a quality appearance. Meals are priced by a maximum of 60 minutes of service, not by the amount of food prepared. To ensure food safety and quality, buffet food may not be removed from function locations. The Hotel Policy dictates food, beverage, or alcohol purchased outside of the Hotel is not allowed in any event venue. A minimum guarantee of 20 persons is required for all meal functions regardless of the number of persons served.*

## **Plated Menus**

*If more than one entrée is selected, we request the client to provide each guest with an entrée selection indicator. A minimum guarantee of 20 persons is required for all meal functions regardless of the number of persons served.*

## **Special Meals**

*Special meals for dietary, health or religious reasons may be arranged with your Hotel Director of Food and Beverage must be arranged at BEO signature (no later than 3 weeks prior to event). The exact number of special substitute meals must be specified with the guaranteed attendance. Dietary requests may not be accommodated if request is made after the 3 week date. \*Thoroughly cooking foods of animal origin such as beef, eggs, fish, lamb, pork, poultry or shellfish reduces the risk of foodborne illness. Consult your physician or public health official for further information.*



# Catering Information Cont'

## Linen

The Hotel will provide white linens held in our inventory at \$5 per Linen. Special orders are available at the client's expense with a minimum five-week notice. All special-order linens must be canceled 45 days prior to the event. Cancellations made afterward may result in the full rental charge owed.

## Displays, Décor and Favors

Signs and other displays are not to be mounted or affixed to walls, furnishings or columns. Any décor that will be hung, wrapped or affixed must be pre-approved by your Hotel Director of Food and Beverage. Any décor set-up that requires a ladder must be executed by either the Hotel or by a licensed and insured décor company. The Hotel décor services are \$55 per hour, per staff. Favors may be displayed by the client in advance of the event. All favors that are food-related must be wrapped and remain unopened during the event.

## Flowers, Decorations, Centerpieces and Music

You are welcome to bring your own centerpieces. Set up time for your décor and centerpieces must be arranged through the Hotel. The Hotel is happy to assist you with or refer you to the appropriate resources for your floral requirements, theme party decorations or entertainment needs.

## Vendors and Set-Up

The client agrees to have any subcontracted companies (e.g. musicians, decorators, florists, production companies, wedding planners, etc.) adhere to all policies and regulations. It is understood that the premises will be left in a neat and orderly condition, free of décor, debris or display refuse. The client is liable for any charges associated with damage to the premises. Please arrange for someone in your event to remove all personal items, décor, and miscellaneous items at the end of the event. Any items left will be removed at a cost of \$150. Any nonperishable items must be picked up by the next morning at 10 a.m. or they will be discarded. \*The hotel is not responsible for lost, stolen or left items.

## Extra Staffing Charge for Private Parties

Additional servers may be requested at \$35 per hour plus service charge. Butler-passed services are available for the same hourly rate

## Vacate Charges

Functions that extend beyond 11:00 p.m. may be subject to a fee to cover the labor required to service the function. All areas require an 11:00 p.m. vacate time.

## EVEN Hotel / Staybridge Suites

All banquet space is a licensed food & beverage outlet. No food and beverage purchased outside of the hotel is permitted in these areas without prior approval. Any outside food and beverage that is not provided by the hotel will result in a \$500.00 fee

# Breakfast Buffets

*Priced Per Person with a 20-Person Minimum*



## **Traditional Continental Buffet \$18.00 Per Person**

Coffee with a Selection of Assorted Teas  
Optional: Soy Milk, Almond Milk, Half and Half, Sugar, Splenda, & Raw Sugar  
Juices (Includes Orange Juice and Pineapple Juice)  
Assorted Fresh Cut Fruit, Including Berries  
Freshly Baked Croissants and Muffins  
Plain Greek Yogurt with house-made Granola, Seasonal Fresh Fruit, and Honey

## **EVEN Kitchen & Bar Continental Buffet \$24.00 Per Person**

Coffee with a Selection of Assorted Teas  
Optional: Soy Milk, Almond Milk, Half and Half, Sugar, Splenda, & Raw Sugar  
Juices (Includes Orange Juice and Pineapple Juice)  
Assorted Fresh Cut Fruit, Including Berries  
Freshly Baked Croissants, Muffins, and Assorted Breads  
(Served with Organic Butter and Fruit Preserves)  
Plain Greek Yogurt with house-made Granola, Seasonal Fresh Fruit, and Honey  
Pearl Sugar Citrus Waffles  
Freshly Scrambled Eggs  
Baked Fingerling Potatoes

## **Additional Breakfast Items**

Assorted Bagels with Cream Cheese and Jellies \$30.00 Per Dozen  
Assorted Greek Yogurt with Fresh Granola \$7.00 Per Person  
Freshly Scrambled Eggs with Cheese \$7.00 Per Person  
Bacon or Sausage \$7.00 Per Person  
Baked Fingerling Potatoes with Peppers and Onions \$7.00 Per Person  
Pearl Sugar Citrus-Waffles (2 Pieces Per Person) \$7.00 Per Person

# Lunch Buffets

*Priced Per Person with a 20-Person Minimum*



## **Brain Power Meal \$24.00 Per Person (Includes Water Service)**

**Choice of:**

### **Hot Sandwich & Burger Bar**

Roasted Chicken Breast, All Beef Burgers, Bacon, Cheddar, Lettuce, Mayo, Tomato, Red Onion, Dill Pickles, Ketchup, And Mustard With Brioche Buns

*\*Beyond Burger Available Upon Request\**

### **Club Sandwiches**

Everything Whole Wheat Bread With Oven Roasted Turkey Breast, Pesto Aioli, Fontina Cheese, Bacon, Tomato And Spinach

**Each are served with:**

### **Tossed Spinach Salad**

Fresh Spinach, Cucumbers, Cherry Tomatoes & Carrots With Lemon Vinaigrette

*\*\*Choice Of Assorted Baked And Regular Potato Chips, Herbed Fingerling Potatoes, Cucumber & Tomato Salad, Or Macaroni & Cheese*

## **Recharge Meal \$26.00 Per Person (Includes Water Service)**

**Choice of:**

### **Steak Skewers**

Asian Seasoned Flank Steak With Arugula Salad And Black Pepper Crostinis

### **Chicken Tacos**

Zesty Slaw, Fresh Avocado, Pico De Gallo, Chipotle Crema, And Fresh Cilantro

**Each are served with:**

### **Tossed Spinach Salad**

Fresh Spinach, Cucumbers, Cherry Tomatoes & Carrots With Lemon Vinaigrette

*\*\*Choice Of Assorted Baked And Regular Potato Chips, Herbed Fingerling Potatoes, Cucumber & Tomato Salad, Or Macaroni & Cheese*

# Lunch Buffets

*Priced per person with a 20-person minimum*



**EVEN Keel meal \$22.00 Per Person (Includes Water Service)**

**Choice of:**

**Assorted Sandwiches And Wraps**

Roasted Turkey Bacon, Cheddar, Romaine, And Sriracha Mayo On Toasted Sourdough

**Chicken Caesar Wrap**

With Romaine In A Whole Wheat Tortilla,

**Roasted Red Pepper And Veggie Wrap**

**Signature Salad**

Made With Arugula Balsamic Vinaigrette, Hard Boiled Eggs, Hericot Verts, Kalamata Olives And Lemon Herb Fingerling Potatoes

**Each served with:**

**Bagged Kettle Chips**

Assorted Variety

**Ala Carte Menu Items**

**Dessert Assortment \$6 Per Person**

Fresh Baked Cookies, Brownies, Gourmet Desserts

**Soft Drinks \$3 Per Person**

Coke, Diet Coke, & Sprite, Tea, And Lemonade

# Customizable Dinner Buffets

*Priced Per Person with a 20 Person Minimum*



Choice of One of Each Course on the Menu  
Includes Water Service, Fresh Lemonade, Bread, and Butter

## Salad

### Mixed Green Salad

Mixed Lettuce, Cucumbers, Heirloom Tomato, Onion, and Balsamic Vinaigrette

### Caesar Salad

Crisp Romaine Lettuce, Slow-Roasted Tomato, Spicy Asiago Croutons, Shaved Parmesan, and Caesar Dressing

### Signature Salad

Arugula with Hard-boiled egg, lemon herb roasted fingerling potatoes, cherry tomatoes, haricot verts, & Kalamata olives with balsamic vinaigrette (V, GF)

## Entrees

### Slow Roasted Whole-Grain-Herb Pork Loin \$25.00 per person

Whipped Garlic Mashed Potatoes, Sautéed Apples, Onions, and Apple Raisin Jus Lie

### Grilled Chicken Breast \$27.00 per person

Choice of Chicken Piccata or Chicken Marsala, Seasonal Roasted Vegetables, and Rice Pilaf

### Mustard Dill Salmon \$30.00 per person

Crispy Brussel Sprouts and Rice Pilaf

### Sliced Prime Rib \$40.00 per person

With Cabernet Au Jus and Horseradish Sauce and Roasted Garlic Whipped Potatoes

## Dessert

Dark Chocolate Mousse Cake

Chef's Choice Cheesecake

Mini Assorted Napoleon, Chocolate Eclairs, and Tiramisus

# Customizable Dinner Buffets

*Priced Per Person with a 20 Person Minimum*



**Plated Dinner**  
Includes a Choice of One of Each Course  
Rolls with Butter, Brewed Coffee, and a Selection of Fine Teas

## **Soup or Salad**

(Choose Two for a \$5.00 per Person Upgrade)

### **Creamy Chicken Wild Rice**

Served with Carrots, Onions, and Authentic Wild Rice

### **Tomato Bisque**

Served with Roasted Poblano Peppers, and Cilantro

### **Midwestern Chili**

Served "Minnesota Hot" Traditional or Vegetarian

### **Mixed Green Salad**

Mixed Lettuce, Cucumbers, Feta Cheese, Candied Pecans, Dried Fruit, and Balsamic Vinaigrette

### **Caesar Salad**

Crisp Romaine Lettuce, Slow Roasted Tomatoes, Spicy Asiago Croutons, Shaved Parmesan, and Caesar Dressing

### **Signature Salad**

Arugula with Hard-boiled egg, lemon herb roasted fingerling potatoes, cherry tomatoes, haricot verts, & Kalamata olives with balsamic vinaigrette (V, GF)

## **Entrees**

### **Chicken Parmesan \$32.00 Per Person**

House-made Golden Browned Chicken Breast, Basil Marinara, Mozzarella Cheese, Penne Alfredo, and Buttered Broccoli

### **Honey Mustard Dill Salmon \$34.00 Per Person**

Served with Whipped Potatoes, Shiitake Mushrooms, Sugar Snap Peas, and Carrots

### **Chicken Cordon Bleu \$37.00 Per Person**

Supreme Sauce, Bercy Butter (Shallots, Taragon, and Parsley Butter), Homeade Macaroni & Cheese, and Mixed Vegetables

### **Roasted Prime Rib \$42.00 Per Person**

Served with our Chef's Au Jus, Garlic Mashed Potatoes, and Fresh Asparagus

## **Dessert**

Dark Chocolate Mousse Cake

Chef's Choice Cheesecake

Tiramisu

# Dinner Options

## Appetizers & Small Bites



### Small Bites (Includes Water Service)

#### Crudities \$20 Per Dozen

#### Seasoned Baked Shrimp \$22 per dozen

Parmesan Crusted Baked Shrimp Served With Oven Roasted Tomatoes In A White Wine Garlic Sauce

#### Fresh Fruit \$25 based on 12 people

#### Baked Wings \$26 per dozen

Crispy Chicken Wings Tossed In Spicy Sweet Harissa Or Balsamic Dijon Served With Ranch Dressing

#### Macaroni and Cheese \$40 based on 12 people

Three-cheese cavatappi macaroni

#### Signature Flatbreads \$50 choice of 3

Apple Brie: Garlic Aioli With Brie Cheese, Granny Smith Apples, Arugula, And Balsamic Fig Glaze

Herb & Garlic Steak: Hand Cut Steak With Garlic Aioli, Parmesan And Blue Cheeses And Pesto

Margherita: Roma Tomatoes, Fresh Mozzarella And Chiffonade Of Basil

#### Chef's Choice Assorted Desserts - \$6 each

#### Soft Drinks - \$3 each

Coke, Diet Coke, & Sprite, Tea, And Lemonade



# Catering Menu 2023

