BON APPÉTIT CATERING
AT THE UNIVERSITY OF SAN FRANCISCO
Thank you for using Bon Appétit Catering at the University of San Francisco.

We are pleased to serve food that is alive with flavor and nutrition, prepared from scratch using authentic ingredients. We do this in a socially responsible manner for the well-being of our guests, communities, and the environment. Our foundation in catering and focus on culinary expertise means that we provide unparalleled food, presentation, and service for your event.

We are proud to share with you our catering menu on the following pages, and will gladly assist you in selecting items or developing custom menus for your event.

Full Service Catering
Our Full Service Catering is the heart of our catering guide and offers a broad range of catering options. Full Service Catering offers delivery, setup, our Bon Appétit signature presentation, and pick up once your event ends.

Please be assured that this is only a “starting place.” We will be happy to personalize any catering event to suit your needs.

To help ensure that your event is a success, please have your final confirmed order by noon at least three business days in advance with Events Management and Guest Services. Example, if your event is on Monday, it needs to be finalized noon on the previous Tuesday.

Events Management and Guest Services [EMGS]
Phone: 415.422.6166
e-mail: eventsmanagement@usfca.edu

CONTINENTAL BREAKFAST
All breakfast buffets include artisan coffee, decaf, tea service, and water. Enhance your breakfast with orange or apple juice for 2 dollars per person or a seasonal fresh fruit platter for 3 dollars per person.

continental  5.5
petite muffins, scones, and croissants
served with butter and fruit preserves

deluxe continental  7.5
petite muffins, scones, filled croissants, and mini bagels
served with fruit preserves, butter, and cream cheese

bagel bar  6.5
assorted bagels
served with plain cream cheese, fruit preserves, and butter

deluxe bagel & lox bar  10
assorted savory bagels
served with wild-caught cured salmon, plain and herb cream cheese, tomatoes, cucumbers, red onions, capers, and lemon slices

build your own parfait  7.5
plain & berry yogurt
served with all-natural granola (contains nuts), assorted seasonal berries

HOT BREAKFAST
oatmeal bar  8
steel-cut oatmeal
served with raisins, dried cranberries, cinnamon, brown sugar, milk and soy milk

sunrise scramble  11
served with herb roasted potatoes, sliced fruit, and your choice of one: smoked bacon, pork sausage or chicken apple sausage
french breakfast  13  
cinnamon brioche toast 
served with scrambled eggs, herb roasted potatoes, sliced fruit, maple syrup,  
butter, and your choice of either: smoked bacon, pork sausage, or chicken  
apple sausage  

quiche  16  
quiche lorraine and vegetarian quiche florentine 
served with tomato – basil sauce, herb roasted potatoes, sliced fruit, and  
your choice of one: smoked bacon, pork sausage, or chicken apple sausage  

BREAKFAST SANDWICHES  
breakfast sandwiches  10.5  
sandwiches with egg and cheddar on an english muffin served with herb  
roasted potatoes, sliced fruit, and your choice of one: smoked bacon, pork  
sausage, or grilled vegetables  

breakfast burritos  11.5  
burritos with a savory scramble of eggs, peppers, onions, and cheddar wrapped  
in a flour tortilla  
served with house-made pico de gallo and sour cream, herb roasted potatoes,  
sliced fruit, and your choice of one: smoked bacon, chorizo, or vegan sausage  

BREAKFAST NOTES:  
Substitute vegan tofu scramble for scrambled eggs at no additional charge.  
“Made without gluten containing ingredient pastries are available at an  
additional charge.  
Vegetarian breakfast sausage available as a protein breakfast option for no  
additional charge.  
Additional charge of 1.00 per person for boxed breakfast  
Minimum order: 10 per breakfast offering; price per person

BUILD YOUR OWN SANDWICHES  
Build your own sandwiches are served buffet-style and include either a chef’s  
choice seasonal farm-to-fork salad or bagged chips, and fruit-infused water. The  
following items require a minimum of 10.  

the deli bar  12.5  
smoked turkey breast, house-roasted beef, and cured ham  
grilled balsamic vegetables  
cheddar and provolone  
mustard and mayonnaise  
greens, tomatoes, and dill pickle slices  
assorted sliced white and wheat bread  
assorted freshly baked cookies  

add additional options for 2 per person:  
tuna salad  
chicken salad  
egg salad  
grilled chicken breast  

deluxe deli bar  16.5  
house-roasted turkey, house-roasted beef, grilled chicken, and prosciutto  
grilled balsamic vegetables  
white cheddar, swiss, and smoked gouda  
avocado spread, pesto, hummus, dijon, and herb aioli  
greens, tomato, red onions, pepperoncin, and dill pickle slices  
artisan baguettes and ciabatta  

add additional options for 2 per person:  
tuna salad  
chicken salad  
egg salad
MADE FOR YOU SANDWICH BOARDS
Made for you sandwich boards & artisan sandwiches can be served buffet-style or boxed, and include either seasonal farm-to-fork salad or bagged chips, freshly-baked cookies, and fruit-infused water.

the classic sandwich board  12.5
get all three sandwiches, with your choice of variety
- smoked turkey, monterey jack, greens, tomatoes, pickles, mayonnaise, and whole grain mustard on ciabatta
- house-roasted beef, provolone, greens, tomatoes, pickles, and dijon-horseradish cream on sliced sourdough
- grilled balsamic vegetables, feta, arugula, and sundried tomato pesto on focaccia

small is the new big  6.5
the slider version of the classic sandwiches on petit artisan rolls

the gourmet sandwich board  14.5
get all three sandwiches, with your choice of variety
- grilled chicken breast, pepper jack, avocado, greens, tomato, and chipotle mayonnaise on ciabatta
- prosciutto, mozzarella, arugula, basil, oven-dried tomato, and balsamic reduction on baguette
- hummus, cucumber, tapenade, watercress, and tomato sandwich on multi-grain wheat bread

MADE FOR YOU ARTISAN SANDWICHES

french turkey  12.5
smoked turkey, brie, arugula, caramelized onions, and dijon mustard on ciabatta

california club  13.5
house-roasted turkey, bacon, avocado, greens, tomatoes, and garlic aioli on sourdough

tuscan chicken  13
grilled chicken breast, fresh mozzarella, roasted red peppers, greens, and sun-dried tomato pesto on ciabatta

ITALIAN FAVORITES

steak and mushroom  13.5
grilled flank steak, gruyere, sautéed portabella, caramelized onions, spinach, and balsamic aioli on ciabatta

ham and brie  13
smoked ham, brie, arugula, and fig jam on baguette

caprese  12.5
fresh mozzarella, tomatoes, basil, and local olive oil on baguette

bello portobello  13
balsamic-marinaded portobello, roasted roma tomatoes, caramelized red onions, greens, and hummus on ciabatta

SANDWICH NOTES:
Additional charge of 1.00 per person for boxed sandwiches.
Boxed sandwiches can come with bottled water for additional 1 dollar per person.
Ingredients subject to change based on seasonality and availability.
“Made without gluten containing ingredient” bread available at 1 dollar per person additional charge.
Minimum order: 10 per offering; price is listed per person.
**BUILD YOUR OWN SALAD**

Build your own salads are served buffet-style and include dinner roll, seasonal hand fruit or bagged chips, assorted dessert bars, and fruit-infused water.

**build your own salad buffet   15**

organic spring mix and spinach with two chef's choice dressings
nine chef’s choice farm-to-fork, seasonal vegetable toppings
choice of one: goat cheese, bleu cheese, or feta
choice of one: herb grilled chicken, or dry rubbed flank steak
roasted tofu included upon request

**MADE FOR YOU ENTRÉE SALAD TRIO**

Made for you entrée salads are served buffet-style and include dinner roll, seasonal hand fruit or bagged chips, assorted dessert bars, and fruit-infused water.

gourmet entrée salad buffet   22
get all three salads, with your choice of variety.
- lemon chicken salad with organic spring mix and kale, cranberries, celery, tarragon, and apple cider vinaigrette
- dry-rubbed flank steak salad with baby greens and arugula, fire-blistered tomatoes, roasted asparagus, peppers, and blue cheese dressing
- thai shrimp salad with glass noodles, tomatoes, peppers, cilantro, basil, lime, cucumber and noac chum vinaigrette

**MADE FOR YOU ENTRÉE SALADS**

Made for you entrée salads are served buffet-style and include dinner roll, seasonal hand fruit or bagged chips, freshly-baked cookies, and fruit-infused water.

the hilltopper   15.5
grilled chicken breast, bacon, hardboiled eggs, avocado, romaine, tomatoes, and point reyes bleu cheese with ranch dressing.

chinese chicken   15
grilled chicken, mandarin oranges, chopped napa cabbage, organic spring mix, carrots, cilantro, and crispy wonton strips with soy-sesame dressing

**southwestern 15.5**
lima-marinated chicken, avocado, roasted corn, black beans, romaine, tomatoes, cilantro, cheddar cheese, and crispy tortilla strips with chipotle ranch dressing

**steak and soba 19**
togarashi grilled beef flat iron steak, marinated buckwheat soba noodles, roasted peppers, and napa cabbage with plum-soy vinaigrette

**mee krob**
crispy rice stick noodle, red peppers, cabbage, red onion, green onion, cilantro, and water chestnuts with sweet soy-lime dressing
| choose one: shrimp 21 - or tofu 18

**fetoush**
crispy pita croutons, kalamata olives, piquillo peppers, roasted garlic, red onions, cucumbers, romaine and feta with local arbequina olive oil, and lemon juice
| choose one: leg of lamb 21 or sumac-roasted heirloom eggplant 18

**SALAD NOTES:**
Additional charge of 1.00 per person for boxed salads.
Boxed salads can come with bottled water for additional 1.00.
Ingredients subject to change based on seasonality and availability.
Minimum order: 10 per offering; price is listed per person
**SINGLE CONCEPT ENTREE**

### CORE FAVORITES
Essential favorites are served buffet-style or plated and include artisan rolls, garden salad, seasonal vegetables, and fruit-infused water.

- **grilled chicken and farfalle pasta** 18
  white wine, thyme, and garlic marinated chicken breast with farfalle pasta

- **roasted honey-lemon chicken** 18
  honey and lemon marinated airline chicken breast with wild rice pilaf

- **mustard-glazed pork tenderloin** 19
  mustard-seared pork loin and roasted caramelized apples with creamy polenta

- **dry rubbed tri-tip** 20
  peppercorn and thyme-crusted tri-tip with herb roasted potatoes

- **merlot-braised short ribs** 22
  braised short ribs with pommes purée

- **grilled wild salmon** 25
  wild-caught salmon and roasted shiitake mushrooms with steamed forbidden rice

### ITALIAN FAVORITES
Italian favorites are served buffet-style and include garlic bread, caesar or panzanella salad, seasonal vegetables, and fruit-infused water.

- **pasta** 15
  choice of penne, bucatini, or quinoa linguine with bolognese sauce and roasted vegetable marinara | substitute cheese tortellini for 2 per person

- **lasagna bolognese** 15
  traditional lasagna layered with sautéed natural ground beef, marinara sauce, and herbed ricotta, topped with mozzarella cheese

- **chicken parmesan** 18
  breaded chicken breast baked with marinara and parmesan, and polenta

- **merlot-braised short ribs** 22
  traditional lasagna layered with pommes purée

- **vapor grilled chicken and farfalle pasta** 18
  white wine, thyme, and garlic marinated chicken breast with farfalle pasta

- **roasted honey-lemon chicken** 18
  honey and lemon marinated airline chicken breast with wild rice pilaf

- **mustard-glazed pork tenderloin** 19
  mustard-seared pork loin and roasted caramelized apples with creamy polenta

- **dry rubbed tri-tip** 20
  peppercorn and thyme-crusted tri-tip with herb roasted potatoes

- **merlot-braised short ribs** 22
  braised short ribs with pommes purée

- **grilled wild salmon** 25
  wild-caught salmon and roasted shiitake mushrooms with steamed forbidden rice

### FIESTA FAVORITES
Fiesta favorites are served buffet-style and include southwest caesar salad, house-made tortilla chips, pico de gallo, and fruit-infused water.

- **fajitas** 17
  choose one: chili-rubbed grilled skirt steak or lime grilled chicken
  fajita-spiced portobello mushrooms
  spanish rice, black beans, warm flour tortillas, and sour cream
  add guacamole 2

- **chicken enchilada** 16
  corn tortillas stuffed with roasted chicken topped with guajillo-tomato sauce
  spanish rice and black beans and sour cream
  add guacamole 2

- **vegetarian green chile-cheese enchilada** 15
  corn tortillas stuffed roasted corn, diced green chilies, black beans, and topped with roasted tomatillo-cilantro sauce, spanish rice and black beans
  add guacamole 2

### SINGLE CONCEPT NOTES:
We are happy to create custom menus.
If meals are plated an additional chef fee, wait staff and china rental fee will apply.
Ingredients subject to change based on seasonality and availability.
Minimum order: 10 per offering; price is listed per person.
mediterranean delight buffet 21
step 1: choose one salad
- romaine, radicchio, citrus supreme, roasted chickpeas, and feta with red wine vinaigrette
- arugula, shaved fennel, pomegranate seeds, and prosciutto with citrus mint vinaigrette
- organic mixed greens, persian cucumbers, cherry tomatoes, peppers, mint, and basil with balsamic vinaigrette

step 2: choose one entrée or pick two and split for guest needs
- rosemary chicken with sautéed kale and roasted chicken jus
- braised lamb shank with paprika-roasted chickpeas and rosemary lamb jus
- salmon with fennel puree, orange - olive relish, and citrus sauce
- Za Tar spiced tempeh, blistered tomatoes and eggplant kebabs
- saffron spiced Israeli cous cous with roasted bell peppers

step 3: choose two sides
- curried rice pilaf
- farro with grapes and parsley
- roasted carrots and beets
- parsley and garlic new potatoes
- dolmas
- baba ganoush

Includes: naan bread and chutney, baklava, water, and tropical iced tea

lemongrass buffet 20
step 1: choose one salad
- cold soba noodle salad with bok choy, scallions, red bell peppers, radish, mint, and sesame chile vinaigrette
- gai lan salad with water chestnuts, slivered bok choy, mandarin oranges, fried wontons, and plum sesame vinaigrette
- napa cabbage salad with carrots, bell peppers, green onions, and sesame-ginger vinaigrette

step 2: choose one entrée or pick two and split for guest needs
- sweet and sour chicken with red bell peppers, and green onions
- grilled skirt steak with soy, ginger, cilantro, and garlic
- hoisin roasted bbq pork loin
- soy ginger-glazed tofu stir fry with broccoli, carrots, napa cabbage, and shiitake mushrooms
- crispy tofu steaks in ponzu sauce

step 3: choose two sides
- braised japanese eggplant with steamed bok choy, and sesame seeds
- soy ginger-glazed roasted asparagus
- sauteed long beans
- fried rice with vegetables and green onions

Includes: steamed rice, almond cookies, water, and iced green tea

california dreaming buffet 21
step 1: choose one salad
- organic spring mix, pear, shaved fennel, and gorgonzola with white balsamic
- arugula, spinach, beets, and chevre with citrus vinaigrette
- kale, quinoa, and orange segments with honey vinaigrette

step 2: choose one entrée or pick two and split for guest needs
- lemon oregano chicken with balsamic-roasted red grape tomatoes
- red wine, garlic, and rosemary-grilled tri-tip with fried onions
- citrus and herbed seafood of the day with kale and citrus sauce
- kale, asiago, and ricotta-stuffed tomatoes with toasted bread crumbs
- vegetable medley ragout with gruyère

Includes: steamed rice, almond cookies, water, and iced green tea
CREATE YOUR OWN BUFFET (CONTINUED)

step 3: choose two sides
- pasta primavera with seasonal vegetables
- potatoes au gratin
- roasted rapini with chili oil
- grilled asparagus with lemon

Includes: artisan bread and butter, freshly baked cookies, water, and iced tea

farm house barbecue buffet  24
step 1: choose one salad
- farm to fork salad with organic spring mix, seasonal vegetables, and balsamic vinaigrette
- watermelon salad with arugula, feta, and cucumber-mint vinaigrette
- white quinoa salad with tomatoes, cucumbers, red onion, parsley, and lemon
- roasted yukon potato salad with grilled peppers, shallots, pickled herbs, and whole grain vinaigrette

step 2: choose one entrée or pick two and split for guest needs
- slow cooked barbecue brisket
- honey chipotle grilled chicken quarters
- barbecue pork ribs
- barbecue smoked tempeh

step 3: choose two sides
- cowboy beans
- traditional macaroni and cheese
- grilled seasonal vegetables
- herb roasted potatoes
- elotes with parmesan and mayo

Includes: cornbread with honey butter, freshly baked cookies, lemonade, and water

CREATE YOUR OWN BUFFET (CONTINUED)

backyard barbecue buffet  20
step 1: choose one salad
- wedged watermelon
- traditional potato salad
- tangy cabbage slaw

step 2: choose one entrée or pick two and split for guest needs
- all natural hamburger
- grilled chicken breast
- all beef hot dog
- veggie burger
- grilled portobello mushroom caps

step 3: choose two sides
- barbecue baked beans
- corn on the cob
- roasted sweet potatoes
- herb roasted potatoes

Includes: Hawaiian rolls, freshly baked cookies, lettuce, tomato, red onions, cheese, and condiments [ketchup, mustard and mayonnaise], water and lemonade

HOT ENTREE BUFFET
We are happy to create custom menus
If meals are plated an additional chef fee, wait staff and china rental fee will apply. Ingredients subject to change based on seasonality and availability.
minimum order: 10 per offering; price is listed per person.
MARKET STYLE PIZZA
Market-style pizzas are 16” pizza’s, cut into 8 slices. One pizza serves approximately four guests.

- cheese 20
  house-made marinara sauce and mozzarella

- pepperoni 22
  house-made marinara sauce, mozzarella, and pepperoni

- prosciutto and mushroom 22
  parmesan cream sauce, mozzarella, parmesan, mushrooms, and prosciutto

- barbecue chicken 22
  mozzarella, red onions, cilantro, fresno chilis and barbecue chicken

- pollo blanco 22
  alfredo sauce, provolone, roasted sweet peppers, arugula, and grilled chicken

- garlic and roasted pepper 22
  house-made marinara sauce, mozzarella, parmesan roasted garlic, and roasted peppers

- margherita 22
  fresh tomato, fresh mozzarella, and torn basil

MADE FOR YOU SIDES 3.5
Made for you sides are the ideal complement to your catered event, and can be served buffet-style or boxed

- garden salad
  organic spring mix and garden vegetables with balsamic vinaigrette

- caesar salad
  romaine, herb croutons and parmesan with caesar dressing

- greek cucumber salad
  cucumbers, tomatoes, kalamata olives, and feta with lemon-thyme vinaigrette

- penne pasta salad
  penne pasta, sundried tomatoes, artichokes, and basil with olive oil

- potato salad
  yukon gold potatoes, scallions, and onions with herb aioli

- tabouleh salad
  israeli couscous, cucumbers, tomatoes, and parsley with lemon dressing

- spicy quinoa salad
  quinoa, cucumbers, tomatoes, olives, serrano chile, and feta with lemon herb vinaigrette

- roasted red and yellow beet salad
  roasted red and yellow beets, baby spinach, and chèvre with citrus vinaigrette

- fruit salad
  seasonal fresh fruit

NOTES:
Ingredients subject to change based on seasonality and availability.
We are happy to create custom sides and appetizers.
Minimum order: 10 per offering; price is listed per person.
RECEPTION PACKAGES

Reception packages are served buffet-style and include, fruit-infused water. minimum order: 24; price is listed per person.

budget reception  13
cheese board, featuring brie, fresh manchego, and chèvre
served with crackers
fresh and grilled vegetable platter
served with ranch
spinach and artichoke dip
served with sliced baguettes
chicken adobo flatbread
served with ancho aioli

the southwest reception  14.5
tortilla chips
served with pico de gallo and salsa verde
santa fe black bean pinwheels
turkey albondigas in ancho cream sauce
carnitas quesadilla

the frommers reception  15.5
cheese board, featuring brie, fresh manchego, and chèvre
served with sliced baguette
seasonal fruit platter
spinach and artichoke dip
served with sliced baguette
mini smoked turkey and grilled vegetable focaccia sandwiches
buffalo chicken wings
served with blue cheese dipping sauce

the slider reception  16
fresh and grilled vegetable platter
served with ranch
bavarian soft pretzel bites
served with cheese sauce and mustard
house-made truffle chips
beef, barbecue chicken, and spaghetti squash sliders

SMALL BITES

CORE STARTERS
minimum order: 24; price is listed per person

artisan cheese platter  9.5
selection of imported and local cheeses, parmesan cheese crisps, dried fruits, fig jam, crackers, and artisan breads

farmers’ market vegetable display  5.5
seasonal local vegetables
served with house-made hummus or ranch

fresh fruit platter  4
seasonal fresh fruit

bruschetta bar  4
tomato-basil relish, truffled mushrooms, and butternut squash ginger puree
served with toasted baguette slices

hummus and pita  4
traditional hummus and toasted pita chips

tortilla chips and salsa  3.5
house-made tortilla chips
served with pico de gallo and salsa verde

tortilla chips and guacamole  5.5
house-made tortilla chips and guacamole
served with pico de gallo and salsa verde

spinach-artichoke dip  4.5
spinach and artichoke combined with imported cheese and sliced baguettes

antipasto platter  7.5
salami, prosciutto, smoked mozzarella, and provolone with grilled vegetables, marinated artichokes and kalamata olives
served with toasted italian breads
mediterranean mezze  9.5
marinated feta, cucumbers, olives, tomatoes, dolmas, and toasted pita chips
served with hummus, baba ganoush and tzatziki

spring roll  3.5
fried chicken or vegetable spring rolls
served with sweet chile sauce and soy sauce

potstickers  3
pork, chicken or vegetable
served with sweet chile sauce and soy sauce

siu mai  3
pork, shrimp or vegetable
served with sweet chile sauce and soy sauce

crab rangoon  3.5
fried crab meat and cream cheese wonton
served with sweet chile sauce

pork cha siu bao  3
cantonese barbecue pork filled steamed bun

meatballs  2.5
served with marinara or teriyaki

pigs in a blanket  3
served with mustard and ketchup

crab cake  3.5
served with spicy aioli

samosas  2.5
indian classic of potatoes, peas and spices wrapped in puff pastry with
mint chutney

spanakopita  2.5
phyllo pastry triangles filled with spinach and feta

FOR THE FOODIE
Chef inspired appetizers can be passed or set. Minimum order: 24; prices
are listed per piece.

from the garden  5
- fresh vietnamese spring rolls with spicy dipping sauce
- lime gazpacho shooter
- heirloom tomato and burrata crostini
- wild mushroom tart
- arancini

from the farm  7
- mini chinese chicken salad in phyllo cup
- sweet and sour chicken kabobs
- pancetta-wrapped chicken skewer
- peppercorn seared filet
- sea salt crusted beef carpaccio and arugula pesto on parmesan crisp
- korean spiced beef lettuce cups
- ricotta and herb meatballs
- short rib lollipop
- beef wellington

from the sea  8
- ahi tuna tostada
- spicy tuna tartare on sesame wonton
- salt roasted wee potato with chive crème fraiche and caviar
- mini lobster roll
- harissa marinated shrimp
- smoked salmon crostini
TREAT

FRESHLY BAKED DESSERTS

traditional cookies  1.75
petite chocolate chip, m&m, oatmeal, and snickerdoodle

specialty cookies  2.25
black & white, chinese almond, assorted jelly-filled, and madeline

coconut macaroons  2.5
plain and chocolate-dipped macaroons

biscotti  3
plain and chocolate-dipped biscotti

bars  3
lemon, raspberry, seven-layer, pecan, and chocolate brownies

cupcakes  2.50
mini chocolate, vanilla, lemon, strawberry, carrot, and red velvet

chocolate-dipped strawberries  market price

NOTES:
Please ask about our chef-inspired desserts and gourmet cakes.
Minimum order: 10 per offering; price is listed per item.

minimum order: 10 per offering; price per item

SNACKS

candy bars  2.25
snickers, hershey’s, twix, m&m’s, and sour patch kids

whole fruit  1.75
apple, bananas, and oranges

frito lay chips  2
assorted varieties

kettle chips  2.75
assorted varieties

minimum order: 10 per offering; price is listed per person
Beverages

Bottled water 1.25
8 oz bottle

Bottled sparkling mineral water 1.75
12 oz bottle

Canned soda 1.75
12 oz coke, diet coke, sprite, and coke zero

Bottled minute maid juice 2.75
Orange, cranberry apple, Ruby red grapefruit

Oddwalla 4.75
Flavors based on availability

Ice tea 14/per pitcher; 24/per gallon

Agua fresca 14/per pitcher; 28/per gallon
Flavors based on seasonality

Lemonade 14/per pitcher; 24/per gallon

Passion guava juice 15/per pitcher; 25/per gallon

Notes:
Water service requires a 20 dollar change fee, compostable cups included per 9 gallons of water. Water service is provided at no charge when ordered with catering. Beer and wine are to be requested through EMGS.

Catering Policies and Guidelines

Event Details
Ordering
To avoid late charges, orders must be finalized (3) full business days prior to your event date with Events Management and Guest Services [EMGS]. Example, if your event is on Monday, it needs to be finalized by noon on the previous Tuesday. We recommend placing orders as early as possible to allow sufficient time for changes or updates to your event.
Phone: 415.422.6166
Email: eventsmanagement@usfca.edu

Custom Orders
Whether you are conducting a department meeting, hosting a client visit, or celebrating a special occasion, our talented chefs are happy to create a customized menu for your event. Customized menus are subject to a 50 dollar menu development fee.
Please leave two weeks for our chefs to create your menu. Custom menus will be ready for review in five to seven business days after initial request.

Tastings
Tastings may be scheduled for your event with a two week advance notice. The tasting fee for up to three selections is 300 dollar, plus the cost of the food. Up to three guests can participate in the tasting. Upon booking of the event, you will receive 150 dollar event credit.

Changes
We will do our best to accommodate changes, however we may be unable to fulfill revisions after the deadline has passed. Order changes made to an event less than (3) business days prior are subject to a 25 dollar change fee. Adjustments to beverages are generally exempted from the change fee.

Donations
Donations of prepared food by a local, licensed restaurant may be partially allowed as long as specific health code and HACCP standards are met. All compostables, equipment, beverage must be provided by Bon Appétit. 4 hours of wait staff for equipment set up and break down will also be required for using donated food. Consult with your event planner for details. Plating and serving of donated food is subject to a 50 dollars per person, per hour labor fee.
Pop-Up Requests
For order requests less than (3) business days in advance, please place your order as soon as possible. We will do our best to accommodate last minute requests, however selections will be limited.
Pop-Up requests are subject to the following fees:
(3) business days in advance: 50 dollars
(2) business days in advance: 75 dollars
(1) business day in advance: 100 dollars
Day of event: 150 dollars

Timelines
Due to the logistics involved with each event, our catering attendants are on strict timelines and cannot afford delays. Any clean-up delays, or rescheduling due to a client request, are subject to a 25 dollar fee.

Removing Leftovers
Based on city health code, select leftovers remaining on the buffet table may be available for take home. Clamshells are available for 1 dollar per piece. Consult with your event planner for details.

Please Note: Once leftovers are packaged, the guest assumes all liability for proper storage and consumption of product.

Catering staff is not permitted to pack any leftovers. Again, clamshells are available for 1 dollar per piece. Please be sure to request in advance of event.

Delivery Fees
Catering orders of less than 100 dollars are subject to a 25 dollar delivery fee. For off campus delivery requests, including the Presidio and Howard Street, a tiered fee applies based on the final destination. Depending on location, a fuel surcharge may also apply.

Student Organizations
University-affiliated student organizations are entitled to a 25% discount on food and beverages. Please consult with your events planner for additional details. Catering orders of less than 100 dollars are subject to a 25 dollar delivery fee.

Guarantees and Cancellations
Guarantees
For all events, the final guaranteed guest count must be submitted by noon (3) full business days prior to your event. This number cannot be reduced.
If a guarantee is not provided by the due date, your final estimate will be used as the guaranteed guest count. Your event will be billed for the actual attendance or the final guaranteed guest count, whichever is greater.

Cancellations
To cover incurred costs, orders cancelled less than (2) business days in advance are subject to the following fees:
(2) business days in advance: 50% of total food / labor / rentals invoice
(1) business day in advance: 100% of total food / labor / rentals invoice

Rentals and Equipment
Linens
To cover service tables, standard in-house, black linen are provided. White is available by request. Standard in-house linens are available for 6 dollars per linen and 75 cents per linen napkin. Along with our in-house black and white, additional colors are available with (1) week notice. Consult with your event planner for additional linen options, including specialty linen.

China
All events held in LM 100, LM103, LM419, and LM Del Santo Room require china service.
China and glassware available by rental only. Consult with your event planner for all of the china options.

Catering Equipment
Please do not remove any catering equipment, including platters and china, from the event. Any missing or damaged equipment upon pickup will be charged the full replacement value on the catering invoice.
STAFFING REQUIREMENTS

Types of Events

Drops are events that do not require service staff. They are generally intimate affairs requiring delivery, set up and pick-up services only.

Full service events are the majority of buffets, served lunch / dinners and appetizer receptions. These events require service staff with the amount based on guest count. Service staff is 40 dollars per person, per hour with a (5) hour minimum. [Captains are available at 45 dollars per person, per hour with a (5) hour minimum.]

Staffing for these events uses a standard labor formula to calculate the time required:

*Final labor hours may vary depending on logistics, specific to your event.

Service staff, for the set-up, event time and clean-up, is automatically added to the event contract. Consult your event planner for details.

Chefs, Carvers and Grill Cooks

Specialized services such as chefs, carvers, grill cooks, and action stations are available for your event and determined based on the total guest count. Specialized staffing is 50 dollars per person, per hour with a (4) hour minimum.

Bartenders

All events serving alcohol require a licensed bartender. Bartenders are charged at 40 per person, per hour with a (5) hour minimum. Bar set-ups are subject to a fee of 100 dollars for beer and wine bars and 200 dollars for full bars.

HOURS

Regular Business Hours

During the academic year, our regular business hours are 7 am – 7 pm, Monday – Friday and 8 am – 5 pm, Saturday - Sunday. Regular business hours are reduced during non-academic periods. Consult with your event planner for details.

Catering deliveries and pick-ups during regular business hours are not subject to additional labor charges.

After Hours business hours’ exceptions 10pm to 6am

Catering deliveries and pick-ups before or after regular business hours are subject to an after-hours surcharge of 100 dollars.

Holidays

During holidays, the catering department is closed. If you have event needs on a holiday, catering deliveries and pick-ups are subject to a holiday labor fee of 50 dollars per person, per hour with a (5) hour minimum.