

West Liberty

Catering Guide

sodexo 

Making every day a better day

It's our pleasure to serve you...

Sodexo Catering Services at West Liberty State College is committed to making your event a success. Our combined team of catering and event planning professionals will work in close partnership with you to customize your program providing the highest level of food quality and service to ensure the success of your event.

Our company's philosophy is based on supplying a meeting and dining environment that is specialized not only to meet, but also to surpass your expectations. Our team is dedicated to providing service and menu flexibility so your event will be uniquely your own.

Please keep in mind that the menu items and services included in this guide are a sampling of what we can do for you. It is only a starting point. Our commitment is to customize your occasion to suit you. We will assist with planning your event and offer creative menus and thoughtful service to provide your guests with a pleasant experience.

We appreciate your business and will do whatever we can to make your event memorable from start to finish. If you have any questions regarding our services, please contact our Catering Director at: (304)336-8444.

Reservations and Arrangements

Contact our Catering director at (304)336-8444 with as much advance notice as possible. Events should be arranged at least ten days prior to the scheduled date. Please have the following information ready:

- Name of your group or organization
- Date and time of the event
- Event location
- Type of service requested
- Number of guests that will be attending
- Method of payment

The Catering Department will make every effort to satisfy your requests for functions booked less than one week prior to the event. A 10% late fee will be charged for any function booked without 48 hours advanced notice of the event.

Guest Count and Guarantee Policy

A guaranteed number of guests is required at least three (3) business days prior to your event. You will be billed for the guaranteed number. Cancellations up to three (3) business days will not be charged. If cancellations are made after three (3) business days, your group will be billed 20% of the total bill.

Cancellations made the day of the event will result in full charge of the event.

Billing

All campus catered events must have a valid credit card or purchase order from the Business Office before an event can be processed. This card number or purchase order should be given to the catering department at the time of booking.

If this event is of a personal nature, one half of the total due must be paid (1)one week prior to the function by cash, check, or credit card. The balance of the charge must be paid 24 hours prior to the event.

Delivery

On campus functions under \$75.00 will be charged a \$25.00 delivery, setup, and cleanup fee. For functions over \$75.00 this fee will be waived. Deliveries occurring before 7:00 am or after 7:00 pm will be charged an additional fee of \$10.00 per hour. If no service is required, you may pick up the items ordered at the Marketplace restaurant in Rogers Hall. The sponsoring organization or individual will be responsible for all equipment and will be charged for any equipment not returned or damaged.

Events held off campus will be charged a delivery, setup, and cleanup fee based on destination and hours of service.

Linen

Standard linen service is included for meals and receptions. College organizations and departments may also rent linens for other events, but must reserve them at least one (1) week in advance.

Linens must be paid for at the time of pickup. This fee will include a \$25.00 deposit. Your deposit will be refunded when the linens are returned undamaged.

Centerpieces

To accent your occasion, special floral and/or candle arrangements may be ordered for an additional charge. Please include this information when scheduling your event to ensure a correct delivery date.

Rise and Shine

Breakfast Buffets

Traditional Continental.....\$3.60 per Person

(Minimum of 10 People)

Chilled Fruit Juice, Assorted Danish and Muffins,
Coffee and Tea

Hot Breakfast.....\$7.95 per Person

(Minimum of 20 People)

Chilled Fruit Juice, Choice of Danish or Muffins,
Scrambled Eggs, Pancakes or French Toast, Breakfast Potatoes, Choice of Bacon, Ham, or Sausage,
Coffee and Tea

Deluxe Breakfast.....\$10.25 per Person

(Minimum of 20 People)

Chilled Fruit Juice, Choice of Danish or Muffins, Sliced Seasonal Fruit, Scrambled Eggs, Cheese Omelets,
Pancakes or French Toast, Breakfast Potatoes,
Choice of Bacon, Ham, or Sausage,
Coffee and Tea

“Made to Order” Omelets can accompany any Buffet for an additional \$2.00 per Person.

Afternoon Delights

Fresh Salads

Salads are served with Fresh Rolls and Butter, Beverage, and Dessert.

Grilled Chicken Caesar.....\$8.95 per Person

Grilled Chicken Breast tossed with Romaine Lettuce, Fresh Baked Croutons, Asiago Cheese,
and Creamy Caesar Dressing

Grilled Chicken.....\$9.50 per Person

Grilled Chicken Breast on Mixed Greens topped with Fresh Vegetables and Assorted Cheeses

Cobb.....\$9.50 per Person

Diced Turkey, Crisp Bacon, Hard Boiled Egg, Cheddar Cheese, Avocado, Onion, and Crumbled Bleu Cheese
on a bed of Fresh Greens

Chef.....\$8.95 per Person

Ham, Turkey, Assorted Cheeses, Hard Boiled Egg,
Tomato, and Cucumber on a bed of
Mixed Greens

Sandwiches

All Sandwiches are served with Choice of Potato Salad, Pasta Salad, or Cole Slaw, Beverage, and Dessert

Luncheon Sandwiches

- Deli.....\$8.95 per Person
Choice of Turkey Breast, Roast Beef, Baked Ham, or Chicken Salad, Cheese, Lettuce,
and Tomato on Choice of Sandwich Bread, Kaiser Roll, or Croissant
- Club.....\$8.95 per Person
Turkey, Bacon, American Cheese, Lettuce, and Tomato on Toast
- Grilled Chicken.....\$9.25 per Person
Served with Lettuce, Tomato, and Cheese on a Kaiser Roll
- BBQ Pulled Pork or Chicken.....\$9.25 per Person
Served on a Kaiser Roll
- Sandwich Wraps.....\$8.95 per Person
Choice of Turkey, Chicken Caesar, Chicken Salad, Ham,
Roast Beef, or Vegetarian Vegetable

Artisan Sandwiches

Panini Style Sandwiches served on
Focaccia or Ciabatta Bread

All Varieties.....\$10.25 per Person

Roast Turkey and Bacon

Monterey Jack Cheese, Greens, Tomato, Red Onion, and Cajun Mayonnaise

Grilled Chicken Breast

Roasted Red Peppers, Mozzarella Cheese, Tomato, Greens, and Pesto Mayonnaise

Roast Beef

Roasted Onion, Provolone Cheese, Tomato, and Sun Dried Tomato Mayonnaise

Baked Ham

Cheddar Cheese, Tomato, Greens, and Honey Dijon Mayonnaise

Light Buffets

(Minimum of 20 People)

All Light Buffets include a Choice of Coffee, Tea, Iced Tea, or Lemonade

“Cool Down”

The Original Deli.....\$8.35 per Person
Oven Roasted Turkey Breast, Roast Top Round Sirloin of Beef, Honey Gazed Ham, Italian Hard Salami, Assorted Cheeses, Breads and Rolls, Lettuce, Tomato, Condiments, Choice of Potato or Pasta Salad, and Assorted Cookies or Brownies

Deli Sandwich Platter.....\$8.95 per Person
A Platter of Deli Sandwiches on Assorted Breads and Rolls, Cheese, Lettuce, Tomato, Condiments, Choice of Potato or Pasta Salad, and Assorted Cookies or Brownies

The All American.....\$8.25 per Person
Hamburgers and Hot Dogs, Baked Beans, Buns, Lettuce, Tomato, Pickles, Onions, Condiments, Chips, Choice of Potato or Pasta Salad, and Assorted Cookies or Brownies

“Warm Up”

Chicken Parmesan.....\$12.95 per Person
Petite Boneless Breast of Chicken Parmesan, Choice of Tossed or Caesar Salad, Side of Pasta, Vegetable du Jour, Rolls and Butter, and Classic Dessert

Chicken Tenders.....\$10.95 per Person
Chicken Tenders served with Assorted Dipping Sauces, Soup du Jour, Tortellini Pasta Salad, and Classic Dessert

Evening Classics

Served Dinners

For an event that requires a more formal atmosphere, we suggest a served meal. Each entrée item includes a choice of soup du jour or salad, two accompaniments, rolls and butter, classic dessert, coffee, tea, and iced tea.

An appetizer can be served with your meal for an additional charge.

Appetizers

(Additional charges apply)

Soup du Jour.....	\$1.95 per Person
French Onion Soup.....	\$2.50 per Person
Seafood Chowder.....	\$3.25 per Person
Fresh Fruit (Seasonal).....	\$2.00 per Person
Shrimp Cocktail.....	\$6.00 per Person

Salads

(Choice of one)

Garden Salad with Fresh Vegetables
and Choice of Dressing

Caesar Salad

Spring Mix with Mandarin Oranges, Candied
Pecans, Feta Cheese served with a
Balsamic Vinaigrette

Baby Greens with Dried Cranberries and
Bleu Cheese served with a
Vinaigrette Dressing

Accompaniments

(Choice of two)

Twice Baked Potato

Oven Roasted Red
Skin Potatoes

Rice Pilaf

Baked Potato
with Butter and Sour
Cream

Mashed Potatoes

Green Beans

Broccoli Cauliflower
Medley

Baby Glazed Carrots

Zucchini, Yellow
Squash, and
Bell Pepper Sauté

Peas and Pearl Onions

Entrées

Beef

Roast Sirloin of Beef.....\$11.95 per Person
Sliced Roast Tip Sirloin of Beef served with Au Jus

Grilled London Broil.....\$13.50 per Person
Marinated Flank Steak served with a Port Wine Demi Glaze

Roast Prime Rib of Beef.....Market Price
Choice cut of Beef roasted medium and served with a Horseradish Cream Sauce

Beef Tenderloin.....Market Price
Roasted Beef Tenderloin Fillet served with Choice of Sauce

Chicken

Chicken Teriyaki.....\$12.95 per Person
Grilled Chicken Breast with Teriyaki Sauce served on a bed of Rice

Chicken Asiago.....\$13.50 per Person
Chicken Breast stuffed with Asiago Cheese and Sun Dried Tomatoes with a Romano White Wine Cheese Sauce

Chicken Bor Sav.....\$13.50 per Person
Chicken Breast stuffed with Imported Cheeses and served with a White Heavy Cream Sauce

Chicken Marsala.....\$12.95 per Person
Chicken Breast Sautéed in Marsala Wine and Musrooms

Stuffed Chicken Breast.....\$12.95 per Person
Boneless Chicken Breast stuffed with a Savory Bread Stuffing

Turkey

Roast Turkey.....\$12.95 per Person
Traditional Roast Turkey Breast served with Seasoned Bread Stuffing and Gravy

Pork

Pork Medallions.....\$12.95 per Person
Boneless Medallions of Pork served with Choice of one of the following Sauces:

Caramelized Onions and a Balsamic Glaze

Peach Brandy Sauce

Piccata - White Wine and Lemon Sauce

Fish and Seafood

English Style Baked Cod.....\$14.95 per Person
Fresh Cod Fillet with a Light Butter and Lemon Crumb Topping

Shrimp Scampi.....\$13.95 per Person
Shrimp Sautéed in Butter, Garlic, and Herbs served over Pasta

Grilled Shrimp.....\$14.95 per Person
Skewered, Marinated Grilled Shrimp served on a bed of Rice

Pasta and Vegetarian

Available upon request and customized to liking.

Dinner Buffet

(Minimum of 20 People)

A Buffet Menu can be customized to accent an Event's Theme. Includes Rolls and Butter, Classic Dessert, Coffee, Tea, and Iced Tea.

\$17.50 per Person

Salad

(Choice of Two)

Tossed Salad
(Served with 2 Dressings)

Caesar

Fruit Salad (Seasonal)

Pasta Salad

Macaroni Salad

Potato Salad

Cole Slaw

Broccoli Salad

Entrée

(Choice of One)

Chicken Marsala

Chicken Asiago

Grilled Chicken Teriyaki

Crispy Fried Chicken

Boneless Breast of Chicken *

Roast Pork Tenderloin *

Grilled Flank Steak with a Port Wine Demi Glaze

Roast Sirloin of Beef

Broiled Cod with a Lemon Butter Sauce

*Served with a Specialty Sauce to Enhance Entrée.

Pasta

(Choice of One)

Stuffed Shells

Vegetable Lasagna

Pasta Primavera

Stuffed Rigatoni

Baked Ziti
Marinara

Pacific Seafood Bake
Casserole

Cheese or Meat Lasagna

Accompaniments

(Choice of Two)

Scalloped Potatoes

Baby Carrots

Roasted Red Potatoes

Fresh Vegetable Sauté

AuGratin Potatoes

Green Beans

Mashed Potatoes

Peas and Pearl Onions

Baked Potato
with Butter and
Sour Cream

Broccoli
Cauliflower
Medley

Rice Pilaf

Mixed Vegetable

Veggie Fried Rice

Buttered Whole
Kernel Corn

Fresh from the Oven

Classic Dessert

Fruit Pie
(Cherry, Apple, Peach, Blueberry)

German Chocolate Cake

Cream Pie
(Lemon, Chocolate,
Coconut)

Brown Sugar
Pound Cake
(with Seasonal Berries)

Pumpkin Pie

Boston Cream Pie

Pecan Pie

Black Forest Cake

Double Chocolate Layer Cake

Specialty Dessert

(Additional \$2.25 per Person)

New York Style Cheesecake

Chocolate Marble Cheesecake

Chocolate Mousse Cake

Peanut Butter Pie

Caramel Granny Apple Pie

Carrot Cake

Chocolate Raspberry Bash Cake

Tiramisu Cake

Breads and Breakfast Pastries

Sold by the Dozen

Assorted Danish\$7.80

Cinnamon Rolls.....\$7.80

Assorted Muffins

(Colossal)\$12.00(Regular)..... \$6.00(Mini).....\$3.60

Breads\$6.00 per Loaf

Bagels*\$8.50

(Plain, Honey Wheat, Cinnamon Raisin)

*Served with Cream Cheese

Cookies and Dessert Bars

Classic Cookies\$4.80

(Chocolate Chip, Peanut Butter, Sugar, Oatmeal Raisin)

Jumbo Cookies.....\$9.00

Tea Cookies (3Dozen Minimum)\$5.75

Chocolate Brownies.....\$7.80

Signature Brownies.....\$10.80

Dessert Bars.....\$8.20

Special Occasion Cakes

Chocolate, Vanilla, or Marble

Full Sheet Cake (Serves 70).....	\$36.00
1/2 Sheet Cake (Serves 35).....	\$22.00
10" Round (Serves 12).....	\$12.00

Double Chocolate Fudge, Black Forest, Coconut, or Carrot

10" Round (Serves 12).....	\$15.00
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Bits and Pizzas

Beverages

Coffee and Tea (Regular and Decaffeinated)
\$10.80 per Gallon

Hot Chocolate
\$10.80 per Gallon

Canned Sodas
\$1.25 per Person

Bottled Water
\$1.25 per Person

Fruit Juices
\$1.55 per Bottle
\$11.50 per Gallon

Lemonade and Iced Tea
\$9.00 per Gallon

Red Fruit Punch
\$9.75 per Gallon

Sparkling Citrus Punch
\$11.25 per Gallon

Strawberry Punch
\$13.50 per Gallon

Hors d'Oeuvres

"Cold"

Trays

	Small (Serves 15)	Medium (Serves 30)	Large (Serves 50)
Veggies and Dip.....	\$20.75.....	\$41.95.....	\$62.95
Cheese Board.....	\$29.95.....	\$57.75.....	\$87.75
Served with Honey-Mustard Dip			
Fresh Fruit.....	\$33.95.....	\$63.75.....	\$98.25
Served with Fruit Dip			
Cheese and Fruit.....	\$45.00.....	\$85.50.....	\$130.00
Served with Honey-Mustard and Fruit Dip			

By the ...

Fruit Kabobs.....	\$9.00 per Dozen
Mini Sandwich Platter.....	\$3.00 per Person
Chips/Pretzels with Dip.....	\$6.25 per Pound
Gourmet Cheese Ball (1½ lb)	\$18.00
Served with Crackers	

"Hot"

By the Dozen

Crab Stuffed Mushrooms.....	\$18.00
Chicken Tenders.....	\$15.95
Served with Dipping Sauce	
Onion and Gouda Quesadillas.....	\$12.00
Brie, Cranberry, and Chicken Tartlets.....	\$11.50
Spanikopita.....	\$14.95
Mini Quiche.....	\$12.95

By the Pound

Sweet and Sour Meatballs.....	\$12.00
(Serves 10 People per Pound)	
Artichoke Dip *	\$11.95
Buffalo Chicken Dip *	\$11.95

*Served with Choice of Tortilla or Pita Chips

Pizzas

Each Fresh Baked Pizza is 16 inches and sliced into 12 pieces.

Cheese Pizza.....	\$10.00 each
Mounds of Mozzarella Cheese melted over a rich Tomato Sauce and Fresh Baked Crust	
Pepperoni Pizza.....	\$11.50 each
Italian Pepperoni, Mozzarella Cheese, and a rich Tomato Sauce on a Fresh Baked Crust	
White Pizza.....	\$11.50 each
Fresh Baked Crust drizzled with Garlic Olive Oil and topped with Fresh Italian Herbs, Roma Tomatoes, and Mozzarella Cheese	
Vegetarian Supreme Pizza.....	\$12.00 each
Fresh cut Veggies top Mozzarella Cheese and Choice of Tomato Sauce or Garlic Oil on a warm Crust	

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