



*Wedding Guide*

*Sodexo Catering at Adrian College*

# Welcome

Welcome to the wedding reception pages of Sodexo Catering at Adrian College. Our professional staff will be delighted to work in concert with you to help plan the perfect day!

When you are planning a wedding reception you only want the best. The professionals at Sodexo Catering provide brides and grooms with wedding reception menu ideas and help couples create the wedding reception of their dreams. At Sodexo Catering we know how to make your wedding reception truly special, with wonderful food, beautiful linens, and a uniformed, experienced service staff. We offer four truly unique and innovative wedding catering options to make your wedding reception right for you and your family. These gourmet catering options offer you outstanding choices of lavish buffet selections or plated dinner selections that will be served to your guests. As full service catering specialists, we take care of every detail so that you can relax and enjoy your big day.

At Sodexo Catering, we work closely with each and every one of our clients to create a unique and versatile menu that will best fit your wedding receptions. We offer a diverse dinner catering menu that is sure to meet the needs of your guests, including a unique catering selection of beef, chicken, pork, and seafood, as well as vegetarian options. Our catering team has created an innovative and delicious catering menu that also includes a unique variety of salads and side dishes that go beyond the standard fare.

Let the professionals at Sodexo Catering help you with your wedding reception catering. Call us today for all of your party needs. We offer professional staff and high quality catering services second to none.

Call catering manager Pat DuMont at 517-265-5161, extension 4126 or the catering administrative assistants Stacey Miller at extension 4304 or Lynzi Miller at extension 5055 and see how we can make your wedding reception truly an affair to remember.

# Meet Our Team



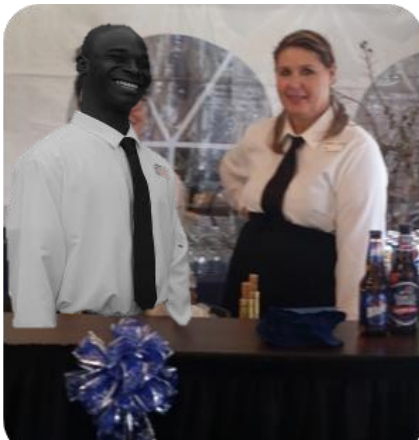
Executive Chef  
Kyle Perrault

General Manager  
Scott Rossen

Catering Manager  
Pat DuMont



Catering Supervisor    Sous Chef    Catering Supervisor  
Lynzi Miller    Chrissy Rodriguez    Stacey Miller



# Planning Your Event

## **Pricing**

Food and beverage prices listed in our brochure are for all events, both on or off premise. Prices are subject to change at any time, prior to signing your contract. Our weddings are planned are priced with a maximum 5 hour event time. Addition labor charges will be incurred if your event exceeds this limit.

All food and beverage sales are subject to Michigan state sales tax. Sales tax cannot be waived without documentation of your tax exempt status. This should be presented while booking your event.

## **Guarantee Counts**

Event preparations are based on the specified number of guests. A guaranteed guest count is to be provided by Noon, eight (8) business days prior to your function date. If no final count is provided, the count given at the time of contracting will be used as the guarantee. Final billing will be based on the guaranteed guest count, along with any additional services received at the time of you event.

## **Special Dietary Needs**

We are pleased to provide quality meals for your special dietary needs guests. Please plan to provide us with a guarantee of gluten free, vegetarian, vegan, kosher, allergy-related or special plates needed for your guests. Special meal arrangements must be made in advance. We cannot guarantee timely service of special plates without advance planning. Special plates ordered at time of service will be charged in addition to the guaranteed count.

## **Billing**

Acceptable forms of payment include cash, cashier's check, or credit card. All events require a \$500.00 catering deposit at the time the contract is signed, with the remaining balance to be paid 8 days prior to your wedding. This advance deposit will be applied to the final invoice. All payments may be made out to Adrian College.

## **Cancellations**

Any event cancelled less than 6 months before the event will forfeit room and catering deposit. Any event or item cancelled less than 8 days before the event will be charged 100% of the invoice amount.

## **Food and Beverage Information**

All food and beverage served at Adrian College must be arranged through Sodexo. For the safety and wellbeing of our clients and guests, perishable food and beverages served on College property are NOT permitted to leave the premises of the catered event. Health regulations require that we return all perishable unused food and beverages to our facility at the conclusion of the event.

## **Set Up**

A standard room layout will be provided for you and has been recommended for guest comfort and room accommodation. If you wish to make changes to this standard room layout, additional charges may apply.



# Bar Services

## **Cash Bar**

For those who wish for their guests to pay for their own drinks. Prices are inclusive of tax and service. Please keep in mind that many of your guests will not have thought to bring cash, and credit cards are not accepted at the cash bars. Cash bars are typically used for business functions.

## **Consumption Bar**

For those who wish to pay for each drink their guest actually consumes. Bartender fee is \$18.00 per hour with a four hour minimum. Bartender fee is waived if sales exceed \$500.00. A \$250.00 minimum sale is necessary to provide a consumption bar at your event. In the case of less than minimum sales, the shortfall will be added to the event billing.

Mixed drinks and wine will be charged per drink. Beer is charged by the bottle or served drafts.

## **Open Bar**

### *Beer & Wine Only*

Full open bar provides guests with unlimited beer, wine, soft drinks, and water for a set price per person. One bartender per 100 guests is guaranteed at no charge. If you have fewer than 50 guests a bartender will be provided at \$18.00 per hour. (Minimum charge for our bartenders is four hours.) All necessary bar items are provided with this service, including ice and napkins. There is a \$100.00 set up charge for an open bar for less than 100 guests.

### *Full Open Bar*

Full open bar provides your guests with unlimited beverages including, cocktails, beer, wine, soft drinks and water for a set price per person. One bartender per 100 guests is guaranteed at no charge. If you have fewer than 50 guests a bartender will be provided at \$18.00 per hour. (Minimum charge for our bartenders is four hours.) All necessary bar items are provided with this service, including ice, mixers, napkins and stirrers. There is a \$100.00 set up charge for a full open bar for less than 100 guests.

Bar Beverage services, including sodas, water, ice, and napkins are included (disposable serviceware) or \$2.75 per guest (china serviceware). Bar service labor is charged at \$18.00 per server per hour of service, as well as an additional one (1) hour prior to the service and one (1) hour after for clean-up will be charged. Adrian College and Sodexo reserve the right to refuse service of alcoholic beverages to any person. All personnel have completed an alcohol safety training program for service. You may pay your bar bill the night of the reception, with cash or credit card only.

# Bronze Wedding Package

The Bronze Wedding Package is the first tier in our packages, which offers you a wonderful selection of buffet options.

## Appetizers (Select One)

Veggies and Dip  
Sweet & Sour or BBQ Meatballs

## Salad

House Salad

## Entrees (Select One)

Penne Pasta with Meat Sauce or Alfredo  
Sliced Pork Loin with Port Demi Glaze  
Fried or Oven Baked Chicken  
Meat or Vegetarian Lasagna  
Chicken Piccata  
Sliced Turkey

## Side Dishes (Select Two)

Mashed Potatoes and Gravy  
Macaroni and Cheese  
Roasted Redskin Potatoes  
Buttered Green Beans  
Buttered Corn

## Dinner Rolls

A Selection of Dinner Rolls and Butter

## Beverage Service

Coffee Service, Iced Tea and Ice Water in carafes  
on each table

\$19.95 per person



**The Bronze Wedding Package Includes:**

Standard linen table cloths and napkins in your choice of available colors

Cake cutting service

China, glassware and stainless flatware

Gold or Silver Charger Plates

Table covers for Bridal, Gift, Cake, Registration, and all food tables

Square Mirror Centerpiece

All necessary serving equipment

Uniformed service staff

Applicable State sales tax will apply





# Silver Wedding Package

The Silver Wedding Package is the next tier in our packages, and offers additional choices and a larger selection of buffet selections.

## Appetizers (Select Three)

Spanakopita  
Tuscan Bruschetta  
Assorted Mini Quiches  
Sweet & Sour or BBQ Meatballs  
Spinach Dip with Baguette Rounds  
Cheese and Crackers

## Salad

House Salad

## Entrees (Select Two)

Carved Turkey  
Stuffed Pork Loin with Apple Cider Gravy  
Chicken Cordon Bleu  
Chicken Piccata or Chicken Fresco  
Meat or Vegetable Lasagna  
Caramelized Onion Meatloaf

## Side Dishes (Select Two)

Garlic Mashed Potatoes and Gravy  
Cheesy Potatoes  
Rice Pilaf  
California Blend Vegetables  
Honey-Glazed Baby Carrots

## Dinner Rolls

A Selection of Dinner Rolls and Butter

## Beverage Service

Coffee Service, Iced Tea and Ice Water in carafes on each table

Menu Options from the Bronze Package may be applied to this package.

\$26.95 per person



### **The Silver Wedding Package Includes:**

Standard linen table cloths and napkins in your choice of available colors

Cake cutting service

China, glassware and stainless flatware

Gold or Silver Charger Plates

Table covers for Bridal, Gift, Cake, Registration, and all food tables

Square Mirror Centerpiece

All necessary serving equipment

Uniformed service staff

Applicable State sales tax will apply



# Gold Wedding Package

The Gold Wedding Package is the third tier in our packages, which offers a tremendous variety of decadent buffet options.

## Appetizers (Select Three)

Warm Parmesan Artichoke Dip with Pita Chips  
Smoked Duck Rangoon  
Fresh Fruit Display  
Bacon Wrapped Water Chestnuts  
Sausage Stuffed Mushrooms  
Roasted Red Pepper Hummus with Pita Chips

## Salad (Select One)

Classic Garden Salad  
Michigan Salad Mixed Greens with Dried Cherries and Walnuts  
with Raspberry Vinaigrette Dressing  
Classic Caesar Salad with Romaine, Croutons, Parmesan Cheese  
and Caesar Dressing

## Entrees (Select Two)

Chicken Marsala  
Sliced Beef Tenderloin  
Stuffed Pork Chops  
Burgundy Beef Tips  
Chicken Cordon Bleu  
Parmesan Crusted Tilapia with Chive Butter Sauce  
Sun Dried Tomato Ravioli

## Side Dishes (Select Two)

Garden Blend Rice  
Garlic Herb Roasted Red Skin Potatoes  
Lemon Butter Broccoli  
Sautéed Summer Squash and Zucchini

## Dinner Rolls (Select One)

A Selection of Dinner Rolls and Butter  
Butter Flake Rolls and Butter

## Beverage Service

Coffee Service, Iced Tea and Ice Water carafes on  
each table

Menu Options from the Bronze and Silver Packages may  
be applied to this package.

\$40.95 per person

**The Gold Package Includes:**

Premium linen table cloths and napkins in your choice of available colors

Cake cutting service

China, glassware and stainless flatware

Gold or Silver Charger Plates

Table covers for Bridal, Gift, Cake, Registration, and all food tables

Square Mirror Centerpiece

All necessary serving equipment

Uniformed service staff

Applicable State sales tax will apply



# Platinum Wedding Package

This is the top tier wedding package offered by Sodexo Catering, which offers you outstanding choices in lavish buffet options.

## Appetizers (Select Three)

Shrimp Cocktail with Zesty Sauce  
California Rolls  
Crab Stuffed Mushroom Caps  
Prosciutto Wrapped Asparagus  
Mini Crab Cakes with Cajun Remoulade Sauce  
Bacon Wrapped Scallops

## Salad (Select One)

Classic Garden Salad  
Michigan Salad  
Classic Caesar Salad

## Entrees (Select Two)

Prime Rib with Au Jus  
Grilled Lamb Chops  
Chicken Florentine  
Seafood Alfredo  
Grilled Salmon with Mango Pineapple Salsa  
Stuffed Portobello Mushroom Napoleon  
Bacon Wrapped Grilled Filet of Beef

## Side Dishes (Select Three)

Gouda Macaroni and Cheese  
Duchess Potatoes  
Risotto with Portobello Mushroom  
Roasted Baked Potato with Garlic and Herbs  
Grilled Asparagus  
Roasted Brussels Sprouts with a Balsamic Glaze

## Dinner Rolls (Select One)

A Selection of Dinner Rolls and Butter  
Butter Flake Rolls and Butter  
Multi-Grain Crescent Rolls and Butter

## Beverage Service

Coffee Service, Iced Tea and Ice Water carafes on each table

Menu Options from the Bronze, Silver, and Gold Packages may be applied to this package.

\$59.95 per person

**The Platinum Package Includes:**

Premium linen table cloths and napkins in your choice of available colors

Cake cutting service

China, glassware and stainless flatware

Gold or Silver Charger Plates

Table covers for Bridal, Gift, Cake, Registration, and all food tables

Square Mirror Centerpiece

All necessary serving equipment

Uniformed service staff

Applicable State sales tax will apply



# Additional

Plated dinners are available at an additional \$2.00 per person.

## Carving Station Entrees

All entrees are accompanied by an assortment of appropriate condiments.

Baked Virginia Country Ham	\$3.95 per person
Honey Roasted Basted Breast of Turkey	\$4.50 per person
Roasted Peppered Top Round of Beef	\$5.95 per person
Rosemary and Garlic Encrusted Leg of Lamb	\$6.95 per person

## Late Night Snacks

Popcorn	\$1.25 per person
Chips and Pretzels with French Onion Dip	\$1.25 per person
Chips and Salsa	\$1.50 per person
Soft Pretzels with Marinara and Cheese Dip	\$1.75 per person
Fried Pickles with Ranch	\$2.00 per person
Mozzarella Sticks with Marinara and Ranch	\$2.00 per person
Pizza (2 slices per guest)	\$2.50 per person

