

UNC Charlotte Catering

presents

IN ANY EVENT!

UNC Charlotte Catering Services has an exceptionally experienced staff that is dedicated to your every catering request. We can customize any menu idea to meet your needs and budget. Our full service catering is available with a variety of service styles to include receptions, buffets and served meals. All events are artistically prepared, beautifully presented and served with gracious attention to detail that has genuinely become a hallmark of our department. Please take a few moments as we guide you through the multiple catering menus and options. Thank you and we are proud to serve you!



BALANCED CHOICES

We know that nutrition and healthy eating is very important to you and we take that very seriously. Our Balanced Choices program states our commitment to using the most nutritious products obtainable, and healthiest cooking methods possible in our kitchens. Our healthy menu options in our catering guide will be labeled with one of the below icons. Log on to www.dineoncampus.com/unccharlotte to find out more about Balanced Choices.



CORPORATE SOCIAL RESPONSIBILITY

Zero Trans Fat - All oils used in our kitchens have been transitioned to Zero Trans-Fat oils, the lowest level of saturated fats. Canola Oil is considered by many nutrition experts to be the healthiest of all commercially available oil and fat sources. It's rich in vitamin E and a good source of omega-3 fatty acids.

Ocean Friendly Seafood - UNC Charlotte Catering Services has partnered with the Monterey Bay Aquarium's Seafood Watch program to assure that all seafood served complies with strict sustainability requirements. By choosing only sustainable seafood, we can rebuild depleted fish stocks and reduce ocean pollution.

Cage Free Eggs - We are the only foodservice provider to take a stand on animal welfare by offering only HFAC certified cage free shell eggs in all of our accounts.



NEW!

Three Easy Steps to complete your catering order.



BRIGHT BEGINNINGS minimum of 10 guests

Basic Coffee Service 2.29
Freshly brewed regular and decaffeinated coffee

Basic Juice Service 2.89
Orange juice, cranberry juice, apple juice and bottled water

Deluxe Beverage Service 3.99
Freshly brewed regular coffee, decaffeinated, a selection of hot tea, assorted juices, Pepsi® or Coca Cola® soft drinks and bottled water

Ritazza Coffee Service 4.29
Freshly brewed Ritazza coffee, decaffeinated, a selection of hot tea, and a freshly baked Ritazza muffin or pastry

Priced Per Person.

Set-ups include disposables and all coffee accompaniments.
All beverage services are set-up for self-service.

A'LA CARTE BREAKFAST ITEMS minimum of 10 guests

Banana Stuffed French Toast 3.29
Creamed banana stuffed in thick sliced challah bread and topped with warm vanilla cream

Biscuits & Gravy 2.29

Biscuits & Sausage Gravy 2.49

Hickory Smoked Bacon 1.99

Sausage 1.99

Links or Patties

Scrambled Eggs 1.29

Cheese Omelets 1.99

Southern-style Grits 1.29

Plain or Cheese Grits



Country Potatoes 1.29

Fresh Fruit Cup 1.99

Vanilla Yogurt with Fruit & Granola 2.29

Fresh Seasonal Whole Fruit 1.29

SUN-UP SELECTIONS minimum of 5 guests

Wake-up Call   5.29
Assorted muffins and breakfast pastries

Wrap It Up 5.99
Breakfast burritos with zesty salsa and sour cream served with country potatoes

Eye Opener   6.69
Seasonal fresh fruit, fresh baked pastries, assorted bagels, creamery butter, cream cheese and preserves

Academic 8.49
Seasonal fresh fruit, assorted yogurts with granola, bagels served with butter, preserves and cream cheese

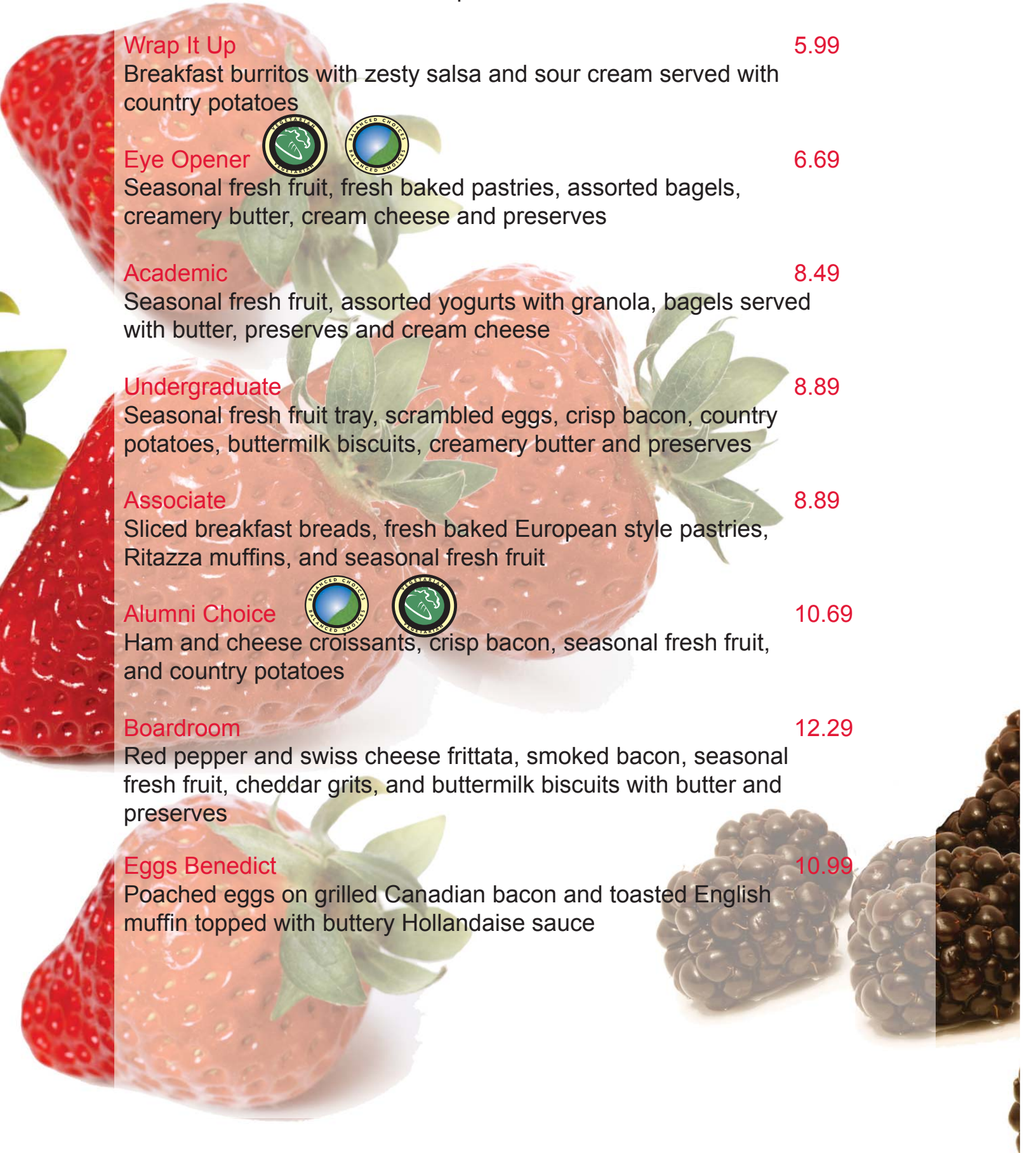
Undergraduate 8.89
Seasonal fresh fruit tray, scrambled eggs, crisp bacon, country potatoes, buttermilk biscuits, creamery butter and preserves

Associate 8.89
Sliced breakfast breads, fresh baked European style pastries, Ritazza muffins, and seasonal fresh fruit

Alumni Choice   10.69
Ham and cheese croissants, crisp bacon, seasonal fresh fruit, and country potatoes

Boardroom 12.29
Red pepper and swiss cheese frittata, smoked bacon, seasonal fresh fruit, cheddar grits, and buttermilk biscuits with butter and preserves

Eggs Benedict 10.99
Poached eggs on grilled Canadian bacon and toasted English muffin topped with buttery Hollandaise sauce



Poached Eggs Sardou 10.59
Creamed spinach on toasted English muffin, topped with seasoned poached egg

Early Morning Biscuit Sandwiches 8.79
Fresh baked jumbo biscuits with grilled ham and egg, served with orange marmalade glaze

Smoked Salmon Frittata 12.99
Egg white smoked salmon frittata filled with cream cheese

Priced Per Person.

Regular coffee, decaffeinated coffee, orange juice and apple juice included.
Breakfast buffets include guest linen and quality disposable serveware.

FRESH BAKED minimum order of 1 dozen per item

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| Gourmet Doughnuts | 8.00/dozen |
| Assorted Gourmet Muffins | 11.29/dozen |
| Assorted Bagels | 16.29/dozen |
| With butter, preserves and cream cheese | |
| Gourmet Cinnamon Rolls | 18.29/dozen |
| With cream cheese icing | |
| European-style Danish and Pastries | 17.29/dozen |
| Croissants | 15.99/dozen |
| With butter and preserves | |
| Buttermilk Biscuits | 11.59/dozen |
| With butter and preserves | |
| Breakfast Breads | 16.69/loaf |
| Fresh Assorted Scones | 16.29/dozen |



BOX LUNCH - SANDWICHES minimum of 5 per variety

The Cone 7.99

Smoked turkey, Cheddar cheese, lettuce and tomato on an artisan roll

Belk's Basic 7.99

Virginia ham, Swiss cheese, lettuce and tomato on an artisan roll

Barnhardt's Beef & Cheese 7.99

Thinly sliced roast beef, Provolone cheese, lettuce and tomato on an artisan roll

The Club Croissant 7.99

Smoked turkey, honey ham, crisp bacon, lettuce, tomato and Cheddar cheese on a buttery croissant

The 49er Grinder 8.69

Herb roasted chicken with roasted red peppers, herbed Havariti cheese, lettuce and tomato and an artisan roll

Traditional Chicken Salad 9.29

Home-made chicken salad with leaf lettuce and tomato on a rustic Ciabatta roll

Fresh Catch Tuna Croissant 8.99

Albacore tuna salad with Cheddar cheese and leaf lettuce on a buttery croissant

Grilled Portobello Mushroom 8.59

Grilled Portobello mushroom with fresh Mozzarella, sun-ripened tomato, and green leaf lettuce topped with a balsamic glaze

Hummus 8.59

California mixed alfalfa sprouts, green leaf lettuce and ripe tomato with hummus spread on five grain bread

Priced Per Person.


Red onion added upon request. Lunches include a cutlery kit, chef's choice of pasta, or potato salad, whole fruit, fresh baked cookies, condiments, and a bottled water or soda of your choice.


SALADS minimum of 5 guests

Crispy Buffalo Chicken Salad 8.79
Fresh romaine lettuce, tomato, cucumber, Cheddar cheese and ranch dressing


Grilled Chicken Greek Salad 8.79
Crisp Romaine lettuce, vine ripe tomatoes, roasted red peppers, Feta cheese, black olives, cucumber and Greek dressing

Panzanella Salad 8.59
Mixed field greens and Romaine lettuce, roasted peppers, sun-dried tomato, fresh Mozzarella, pepperoncini and crispy Prosciutto


Garden Salad  6.29
Fresh lettuce, cherry tomatoes, cucumber and carrots with your choice of dressing

Caesar Salad  6.79
Chopped Romaine lettuce, red peppers, garlic croutons and shaved Parmesan cheese
Add grilled chicken breast 9.49

Cobb Salad 7.29
Mixed greens, Cheddar cheese, egg, tomato, cucumber, and crisp bacon
Add grilled herb chicken or crispy chicken tenderloins 9.49

Napa Salad  8.29
Baby greens, sweet grape tomatoes, Napa Valley goat cheese, toasted almonds, and dried cranberries with ginger sesame dressing
Add peppercorn seared tuna 9.49
Add grilled herb chicken breast 9.49


Traditional Chicken Salad  9.29
Roasted chicken with celery and herbs with a pineapple wedge

Chinos Chicken Salad  8.99
Chang Mai chicken on mixed greens, cucumbers, scallions, mandarin oranges, and crispy Asian noodles accompanied by our sesame vinaigrette

Priced Per Person.

Boxed Salads include a cutlery kit, fresh baked cookies, dressing and a bottled water or soda of your choice.

THAT'S A WRAP minimum of 5 per variety


The Reese Wrap  **7.99**
Fire roasted summer vegetables and Napa Valley goat cheese wrapped in a spinach tortilla with balsamic vinaigrette on the side

Buffalo Chicken Wrap **7.99**
Crispy chicken pieces, crisp Romaine lettuce, crumbled blue cheese tossed in our signature Buffalo sauce, and wrapped in a flour tortilla

Southwest Chicken Wrap **8.69**
Fajita chicken with peppers and onions, Cheddar cheese, Romaine lettuce and our Chipotle Ranch dressing in a jalapeno tortilla

Steak House Wrap **9.69**
Marinated flank steak, french-fried onions, Pepper Jack cheese, Romaine lettuce and tomatoes with our steakhouse dressing in a flour tortilla

Chicken Cobb Wrap **9.69**
Diced grilled chicken, crispy bacon, tomatoes, cucumbers, Cheddar cheese and Romaine lettuce tossed in buttermilk Ranch in a sun-dried tomato tortilla

Roasted Shrimp Wrap  **9.59**
Roasted shrimp salad with crisp lettuce, ripe tomato, roasted corn and avocado in an herb wrap

Chicken Gyro Wrap **9.59**
Seasoned chicken, sliced cucumber, Feta cheese, shredded lettuce, with hummus spread in a spinach wrap

Box lunches and wraps are priced per person. Lunches include a cutlery kit, chef's choice pasta, or potato salad, whole fruit, fresh baked cookies, condiments, and a bottled water or soda of your choice.

APPETIZERS minimum order of 3 dozen per item

Warmed

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| Petite Quiches | 13.29/dozen |
| Shrimp Toast | 16.49/dozen |
| Cheddar Stuffed Jalapenos | 14.29/dozen |

With sour cream



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| Chicken Tenders | 12.59/dozen |
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With honey mustard, BBQ or buttermilk Ranch

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| Classic Chicken Wings | 11.29/dozen |
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Sesame teriyaki, BBQ or spicy buffalo

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| Meatballs | 11.29/dozen |
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BBQ, sweet & sour or Swedish

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| Mini Rustic Pizzas | 13.29/dozen |
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| Vegetarian Egg Rolls | 12.79/dozen |
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With sesame ginger dipping sauce



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| Spanakopita | 12.95/dozen |
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| Black Bean Flautas | 15.59/dozen |
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| Spinach Artichoke Dip | 58.99/Serves 25 |
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Chilled

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| Crudités | 2.99 per person |
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Seasonal fresh vegetables and a creamy buttermilk herb dip

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| Fresh Fruit Tray | 4.29 per person |
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Seasonal fresh fruit



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| Domestic Cheese Tray | 3.79 per person |
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A selection of gourmet cheeses served with a cracker

assortment; Swiss, Cheddar and Pepper Jack with crackers



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| Gourmet Cheese Tray | 4.59 per person |
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A selection of gourmet cheeses served with a cracker

assortment

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| Jumbo Shrimp Cocktail | 6.49 per person |
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With zesty cocktail sauce

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| Hummus | 3.99 per person |
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With pita chips, celery & carrot sticks



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| Crispy Tortilla Chips | 9.69 per pound |
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| Mixed Nuts | 9.69 per pound |
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3 lb minimum



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| Roasted Peanuts | 9.69 per pound |
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Salted or honey roasted, 3 lb minimum

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| Finger Sandwiches | 11.69/dozen |
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| Kettle Chips | 10.29 per pound |
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With Traditional Onion Dip

Includes quality disposable serveware, linen for food and beverage tables.

CASUAL CORNER minimum of 10 guests

All-American Cookout 9.69

Hamburgers, hot dogs, veggie burgers (upon request), lettuce, tomato, onion, pickles, American and Swiss cheeses, potato salad, chips and cookies.

Carolina BBQ 12.49

Southern-style pulled pork with corn dusted kaiser rolls, BBQ chicken pieces and traditional potato salad, vegetable coleslaw, seasoned baked beans and fruit cobbler

The Southern Table 13.29

Crispy fried chicken or rotisserie chicken served with mashed potatoes and gravy, southern-style green beans, buttered corn on the cob, creamy coleslaw, corn muffins and fruit cobbler

The Deli Board 10.09

Sliced roast beef, turkey, ham, American, Swiss and provolone cheese, deli-style breads, leaf lettuce, tomato, kosher pickles, red onion, chef's vegetable pasta salad or potato salad, cookies and fudge brownies

Soup and Salad Buffet 7.49

- Tossed green salad with fresh vegetables & two dressings and chef's vegetable pasta salad
- Choice of one soup: clam chowder, chicken noodle, broccoli and cheese, Tuscan vegetable or vegetarian tomato florentine
- Served with individually wrapped cracker assortment

Italian Pasta Buffet 11.69

- Caesar salad with parmesan and garlic croutons,
- Penne pasta, cheese tortellini with Marinara, creamy Alfredo and Bolognese sauce
- Italian green beans and garlic bread sticks
- Tiramisu cake

Priced Per Person.

Casual Corner options are served buffet style only and include guest linen and quality disposable serviceware. Served with iced tea or lemonade and water.

THE CHEF CARVERY - Hand Carved to order by our Chefs TO COMPLIMENT YOUR RECEPTION

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| Pepper Rubbed Beef Tenderloin | 14.49 |
| With creamy signature horseradish sauce | |
| Butter Basted Turkey Breast | 12.29 |
| With herb mayonnaise | |
| Oven Roasted Beef Top Round | 12.29 |
| With mayonnaise, Dijon mustard, and fresh horseradish | |
| Smoked Pit Ham | 12.29 |
| With sweet and spicy honey mustard | |
| Rosemary and Garlic Roasted Pork Loin | 12.49 |
| With port wine au jus | |

Priced Per Person.

Lunch & Dinner Minimum of 25 Guests

Poultry

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| Chicken Milanese (Plated) | 14.29 |
| Parmesan crusted chicken breast with a light red pepper thyme sauce | |
| Chicken Portobello (Plated or Buffet) | 13.99 |
| Herb roasted breast topped with Portobello mushrooms and a Marsala sauce | |
| Tuscan Style Grilled Chicken (Plated or Buffet) | 13.29 |
| Fresh tomatoes, artichokes and rosemary ragout | |
| Chicken Francaise (Plated) | 12.29 |
| Parmesan battered chicken with a lemon caper sauce | |
| Lemon & Garlic Chicken (Buffet) | 12.29 |
| Boneless breast marinated in lemon and garlic with a light sauce | |
| Chicken Rossini (Plated or Buffet) | 14.29 |
| Roasted chicken breast with smoked ham, sun-dried tomatoes, and balsamic cream sauce | |
| Roasted Turkey Breast (Buffet) | 11.29 |
| Seasoned herbed turkey, gravy and dressing | |



Beef

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| Sliced Beef Tenderloin (Buffet) | 18.69 |
| With natural au jus and crispy onions | |
| Filet Mignon Medallions (Plated) | 22.29 |
| With mushroom demi glace | |
| Roasted Prime Rib of Beef Au Jus (Plated or Buffet) | 16.29 |
| Herb and spice crusted and slow roasted for hours | |
| Grilled Flat Iron Steak (Plated) | 14.39 |
| With bourbon sauce and crispy onions | |
| Beef Tips with Exotic Mushrooms (Buffet) | 14.69 |
| Choice beef tips served with a rich mushroom sauce | |
| Sliced Top Round Beef (Plated or Buffet) | 13.99 |
| With roasted red potatoes and au jus | |

Seafood

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| Lemon Herb Salmon (Buffet) | 17.29 |
| Topped with lemon-caper sauce | |
| Potato & Horseradish Encrusted Salmon (Plated or Buffet) | 17.29 |
| Surf & Turf (Plated) | AQ |
| Petite filet mignon and jumbo shrimp | |
| Chef Will's Crab Cakes (2) (Plated) | AQ |
| Casino Stuffed Shrimp (Plated or Buffet) | 18.99 |
| Butterflied shrimp filled with peppers, bacon, onion and garlic sauce; topped with toasted bread crumbs. | |
| Salmon Filet (Plated or Buffet) | 16.99 |
| Grilled or seared with a cilantro beurre blanc sauce. | |



Pork

Mustard Glazed Pork Loin (Plated or Buffet)

With whole grain mustard cream sauce



14.99

Asian Spiced Pork Tenderloin (Plated or Buffet)

Spice rubbed and served with mango chutney



15.99

Boneless Pork Chop (Plated or Buffet)

With whole grain mustard cream sauce

11.29

Stuffed Pork Chop (Plated or Buffet)

Double cut and stuffed with ham, mozzarella cheese and spinach, served with peppercorn sauce

14.99

Vegetarian

Roasted Vegetable & Goat Cheese Turnover (Plated)

With basil cream sauce



9.99

Portobello Mushroom (Plated or Buffet)

Stuffed with wild rice, Feta cheese and dried fruits



9.99

Tofu with Vegetables (Plated or Buffet)

In a spicy ginger sauce and served over Jasmine rice



9.99

Julienne Garden Vegetables (Plated or Buffet)

Tossed with penne pasta



9.99

Vegetarian Lasagna (Buffet)

With mushrooms & Parmesan cheese



9.99

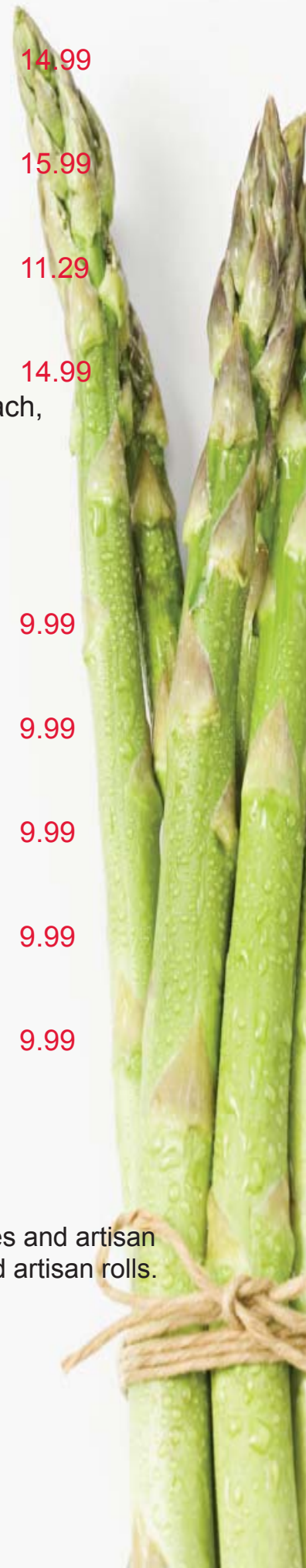
Priced Per Person.

Includes guest linen and disposable service-wear.

Buffet meals include choice of one salad, one starch, two vegetables and artisan rolls. Plated meals include one salad, one starch, one vegetable and artisan rolls.

Served with iced tea or lemonade, water and coffee service.

An additional 8 oz. entree can be added for \$4.39 per person.



SALAD SELECTIONS

Baby Greens with shaved vegetables and a Dijon vinaigrette

Romaine Salad with shaved Parmesan, garlic croutons and creamy Caesar dressing



Spinach Salad with red onions, chopped eggs, red pepper and smoked bacon dressing

Classic Tossed Salad with cucumber, carrot, cherry tomatoes with choice of dressing



Iceberg Salad with bacon, red onions and a chunky Bleu cheese dressing

Roma Tomato & cucumber salad with sweet & sour dill dressing



STARCH SELECTIONS

Herbed Orzo with Vegetables

Home-style Mashed Potatoes

Vegetable Rice Pilaf

Roasted Rosemary Yukon Gold Potatoes

Buttered Bliss Potatoes with Parsley

Wild Rice Pilaf

Pepper Jack Grits



VEGETABLE SELECTIONS

Buttered Sweet Corn

Southern-style Green Beans with Smoked Ham & Diced Onions

Roasted Seasonal Vegetables

Grilled Asparagus (add \$1.00)

Savory Corn Soufflé



Green Bean Casserole

Green Beans with Red Peppers & Toasted Almonds

Steamed Medley of Vegetables

Italian-style Green Beans with Tomato, Red Onions Rosemary

Corn on the Cob

DESSERTS

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| Apple, Cherry or Peach Cobbler | 1.99 |
| New York Style Cheesecake with Fruit Topping | 1.99 |
| Chocolate Cake with Chocolate Icing | 1.99 |
| Carrot Cake with Cream Cheese Icing | 1.99 |
| English Trifle | 1.99 |

Layers of pound cake, whipped cream & fresh fruit

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|------------------------|------|
| Oreo Cheesecake | 2.29 |
| Mocha Torte | 2.29 |
| Strawberry Shortcake | 2.29 |
| Chocolate Ganache Cake | 2.29 |

Priced Per Person.

GOURMET DELECTABLES

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|------------------------|------|
| Three Berry Trifle | 2.79 |
| Orange Creamicle | 2.79 |
| Chocolate Mousse Torte | 2.79 |
| Cappuccino Mousse | 2.79 |
| Mint Cheesecake | 2.79 |
| Raspberry Creme Brulee | 2.79 |
| Tiramisu | 2.79 |

Priced Per Person.

FROM THE BAKERY minimum of three dozen per item

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|--|-------------|
| Assorted fresh baked cookies | 6.29/dozen |
| Sugar, chocolate chip, peanut butter, oatmeal raisin | |
| 49er Cookie | 8.99/dozen |
| Jumbo sugar cookie with green & yellow M&M's | |
| Brownies | 9.99/dozen |
| Triple fudge, cream cheese or blondie | |
| Assorted Bakery Bars | 9.99/dozen |
| Gourmet Dessert Bars | 11.99/dozen |
| Raspberry crunch, luscious lemon bars, 5-layer and chocolate chunk | |
| Confectionaries | 17.99/dozen |
| Mini éclairs, mini cream puffs, mini brownies dipped in chocolate | |

FROM THE BAKERY minimum of three dozen per item

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|---|-----------------|
| Cupcake | 14.99/dozen |
| Filled | |
| Cupcake | 12.49/dozen |
| Unfilled | |
| Dipped Strawberries | 14.99/dozen |
| Petit Fours | 17.99/dozen |
| Rice Krispy Treats | 12.49/dozen |
| Italian Butter Cookies | 9.99/dozen |
| Caramel, Candy and Chocolate Covered Apples | 3.49/per person |

CUSTOM CAKES

Choose your cake and frosting and we can custom decorate your cake.

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|------------------------|-------------------|-------|
| One Quarter Sheet Cake | (Serves 15 to 20) | 12.59 |
| Half Sheet Cake | (Serves 30 to 40) | 27.29 |
| Full Sheet Cake | (Serves 60 to 80) | 45.99 |
| Round Cake 9 | (Serves 8 to 10) | 17.59 |

BEVERAGES

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|----------------------------------|--------------|
| Coffee | 10.99/gallon |
| Hot Tea | 10.69/gallon |
| Hot Chocolate | 10.69/gallon |
| Iced Tea | 9.79/gallon |
| Lemonade | 9.79/gallon |
| Orange Juice | 13.99/gallon |
| Ice Water | 4.49/gallon |
| Assorted Sodas and Bottled Water | 1.49/each |
| Bottled Juices | 1.69/each |

For per gallon beverages, we recommend 1 gallon for every 10 guests (2 cups each). For new and exciting specialty beverage options, please consult your catering planner.

THREE EASY STEPS TO COMPLETE YOUR ORDER:

1. Complete a Catering Request form and fax it to 704-687-6068
All orders must be placed 72 hours (3 business days) in advance of the event date.
2. Upon receipt of your catering contract
 - Complete a FBAE (Food Beverage Amenity Expense) Form
 - Compile a list of your attendees or include a flyer of your event
3. Return your completed FBAE Form, List of attendees and your signed contract complete with account number.

*Please note all paper work must be completed and received before your order can be processed and executed.

THE FACTS OF CATERING

All activities on campus requiring University space and services need to confirm availability through the University's Conferences, Reservations, and Events Services Office (CRES). This office, located in the Cone University Center (CUC), provides a "one stop shop" for your entire event needs. A member of the CRES staff will guide you through the catering process. Contact the CRES office at: (704) 687-2842 for further details.

Please plan and confirm food and beverage arrangements at least two weeks prior to the desired event date. Any event booked within 3 business days of the event will be subject to an additional \$50.00 fee. All cancellations must be made 3 business days prior to the event date. If it is necessary to cancel, 50% of the latest guaranteed contract will become the responsibility of the guest.

In some cases, groups may be able to deal directly with the Catering Department. After finalizing the details of the event, the contact person for those departments will receive an event confirmation sheet. Please review, sign, and return the confirmation sheet to the Catering Department at least one week prior to the event date. For events over 100, the confirmations should be returned at least two weeks prior to the event date. Advance notice is crucial to the success of the event so even if a date is tentative, please notify Chartwells immediately of the possibility.

Contact the Catering Department At: (704) 687-2405

Fax Any Questions Or Changes To: (704) 687-6068

Hours Are: Mon. - Fri., 8:00am - 5:00pm

GUARANTEES

To ensure precise production, a final guarantee for the number of guests to be served is required 3 business days prior to the event date. Your guaranteed number of guests represents the minimum billing. Should the number of guests in attendance exceed the number guaranteed, it will reflect in the final bill.

FLOWERS, LINEN & CHINA

We will be glad to order special floral arrangements or decorative requests for an additional fee. There is no charge for china service on buffets or served meals in CUC or SAC. Casual buffets, receptions and breaks requiring china will be an additional \$1.50 per person. Tablecloths will be provided for all food and beverage tables set up by the Catering Department. Linens and skirts for any other tables are available for an additional charge and requests must be made in advance. The charges are as follows:

52" Square Tablecloth \$3.55/each

85" Square Tablecloth \$4.00/each

Banquet Tablecloths \$4.00/each

Table Skirts \$16.00/each

Linen Napkins \$ 0.75/each

SERVICE OPTIONS

For all served meals, please add the \$1.50 per person china charge, and use the following formula to calculate the additional cost of the function:

-For every 15 guests, add 1 server.

-Labor is charged at \$10.00 per hour, per server (4 hour minimum).

-Bartending services are charged at \$15.00 per hour, per bartender (4 hour minimum).

DELIVERY FEES

There are no delivery fees for services within the CUC and SAC. Deliveries outside the CUC and SAC will be subject to a \$10 delivery fee, or 10% of the final bill, whichever is greater. For deliveries off campus, catering services will quote customers a delivery fee depending on services rendered. Pick-up is available at no additional charge between 8am - 5pm, Mon. - Fri. It is the guests' responsibility to ensure facilities and rooms are unlocked for set-up, delivery, and/or clean-up services. Should a room be unavailable when catering services arrive, a return trip will result in an additional \$25.00 charge on your bill. Please contact reservations to ensure that your event is scheduled and the appropriate equipment is reserved.

ALCOHOL BEVERAGE SET-UPS

The University has a strict policy for serving alcohol. Please refer to the UNC Charlotte website, www.uncc.edu or contact CRES for additional information concerning alcoholic beverage service. A full bar set-up is \$1.75 per person. All necessary bar items, except alcohol, are provided with this charge, including beverages and mixers. Beer and wine set-ups will be \$.50 per person. These prices are for quality plastic cups. We will be glad to provide your bar set-up with glassware for an additional \$1.50 per person. All bar set-ups include ice and cocktail napkins. Bartender fees are \$15 per hour plus set-up fee for 1 hour before and after the event (4 hour minimum).

BILLING PROCEDURE

For all University departments, a departmental account number, signed contract, and food and beverage amenities form with list of attendees or public flyer is due prior to the execution of the event. If a food service credit is being used, notification must be given at the time of the initial request. Each event contact will be invoiced via email and will have 5 days to review and contact Chartwells with any discrepancies. If Chartwells is not contacted within the allotted time frame, a complete record of the event will be sent directly to accounts payable for payment. If your event will be paid through personal or private funds, please be prepared to pay the balance prior to the event date. Checks can be made payable to Chartwells Dining Services. Master Card, Visa, and American Express are also accepted.

Chartwells Catering Service University Of North Carolina At Charlotte
Cone University Center
Phone: 704-687-2405 Fax: 704-687-6068
www.dineoncampus.com/unccharlotte