**Ala Carte Items**

Minimum 12

Bagels, Cream Cheese & Jelly $1.95 each
- Assorted Pastries $2.25 each
- Brownies $1.50 each
Large Chocolate Chip Cookies $1.50 each
- Soft Pretzels $1.00 each
- Cinnamon Twist Pretzels $2.00 each
- Yogurt Cups $1.95 each
- Nutri-grain Bars $1.95 each
- Assorted Candy $2.00 each
- Bagged Potato Chips $1.25 each
- Bagged Pretzels $1.25 each
- Bagged Smartfood Popcorn $1.25 each
- Hand Fruit $1.00 each

**Beverages**

Coffee Service Regular, Decaffeinated & Hot Water
- $2.25 pp (20 person minimum)

- Dasani Water (12 oz) $1.50
- Orange Juice (10 oz) $1.75
- Apple Juice (10 oz) $1.75
- Iced Tea (16 oz) $1.75
- Lemonade (16 oz) $1.75
- Soda (12 oz can) $1.50
Party Favorites

Minimum 12

Antipasto with Cured Meats, Cheese, & Crackers $6.95 pp
Spinach and Artichoke Dip with Crudité & Pita $2.95 pp
Buffalo Chicken Dip with Crudité & Pita $2.95 pp
Mexican Fiesta includes Chips, Salsa & Guacamole $3.95 pp
Hummus Platter includes Pita, Grapes & Crudité $4.95 pp Cheese
Tray with Fruit and Crackers $4.95 pp
Seasonal Fresh Fruit Tray $3.95 pp
Crudité Tray $3.95 pp (Vegan option available)
Mini Dessert Trays $5.95 pp

Hors d'oeuvres

50-piece minimum order

$75 for 25 pieces
Classic Pigs in a Blanket with Sauerkraut Mustard
Black Angus Mini Sliders with Secret Sauce
Spanakopita with Whipped Feta (VEG)
Cheesesteak Dumplings with Sriracha Ketchup
Oven Baked Brie Purses with Fig Jam (VEG)
Four Cheese Arancini with Roasted Tomato Aioli (VEG)
Pan Seared Edamame Dumplings with Ginger Ponzu Sauce (VEG)
Roasted Poblano and Corn Croquettes with Jalapeno Aioli (VEG)

$125 for 25 pieces
Black Truffle Mac & Cheese Tarts (VEG)
Jumbo Shrimp Cocktail with Horseradish Cocktail Sauce (GF)
Pekey Toe Crab Toast with Lemon, Fennel
Nashville Hot Chicken Slider on a Potato Bun with B&B Pickle
Smoked Salmon Crostini on Pumpernickel, Crème Fraîche
Bacon Wrapped Short Ribs with Blue Cheese Mousse (GF)
Shrimp Toast, Sambal, Nori Dust
Breakfast Buffet
$19.95

Minimum 20
Scrambled Eggs
Sausage or Bacon
Home Fried Potatoes
Belgian Waffles with Syrup
Bagel Assortment
Assorted Pastries
Bottled Water
Assorted Juices
Coffee, Tea, Decaf Coffee Service
Traditional Sandwich Tray
$10.95 Per Person
Minimum 20

Your Choice of Three Sandwiches
Turkey and Cheese, Ham and Cheese, Roast Beef and Cheese, or Vegetarian Sandwich
All choices include Potato Chips, Chocolate Chip Cookies, and bottled water

GF Options are available upon request

Gourmet Sandwich Tray
$15.95 Per Person
Minimum 20

Available Monday, Wednesday, Friday & Sunday
Pepper Ham & Swiss on Pretzel Roll with Dijon Mustard, Lettuce & Tomato
Turkey on Multigrain Croissant with Roasted Garlic Mayo, Lettuce & Tomato
Greek Salad Wrap with Cucumber, Tomato, Red Onion, Feta, Olives & Hummus

Available Tuesday, Thursday & Saturday
Roast Beef on an Onion Roll with Smoked Mozzarella, Onion Jam, Lettuce & Tomato
Grilled Chicken on Focaccia with Chimichurri, Arugula & Roasted Red Peppers
Quinoa Tabouleh Salad with Cucumber, Tomato, Scallion, Parsley, Lemon, & Mint

**All choices include a Green salad, Potato chips, Chocolate Chip Cookies, and Bottled Water

Friday Lenten Menu
substitute any Gourmet Sandwich choice for one of the below choices

Tuna Salad Wrap
Herbed Ricotta with Roasted Tomato on Crostini
Baja Grain Bowl, Brown Rice and Quinoa, Roasted Corn Black Bean Salad with Cilantro Lime
Vinaigrette on a Bed of Mixed Greens
Add Shrimp $4.00 per

Add Tofu $2.00 per

**Dinner Buffet**

*Choice of 1 Entree* $33.95

*Choice of 2 Entrees* $39.95

### Poultry Choice

- Harissa Grilled Chicken Breast with Pomegranate Cucumber Relish (GF, DF)
- Grilled Chicken Breast with Pomodoro Plum Tomatoes, Roasted Garlic, Fresh Basil (GF, DF)
- Orange Ginger Glazed Chicken with Shishito Peppers (GF, DF)
- Lemon-Rosemary Charred Chicken Thighs with Tzatziki (GF)

### Seafood Choice

- Preserved Lemon Charred Salmon, Cucumber, Dill & Onion Labneh (GF)
- Cedar Planked Salmon, Green Tomato Relish (GF, DF)
- Panko Crusted Red Snapper with Salsa Verde (GF, DF)
- Seared Branzino Filet with Golden Raisin Brown Butter (GF)
- Savory Maryland Crab Cakes with a Cajun Remoulade (GF) additional $6.00pp

### Beef Choice

- Sliced Fire Grilled Marinated Flank Steak with a Horseradish Cream Sauce (GF)
- Ancho Crusted Flat Iron Steak with Fire Roasted Chipotle Salsa (GF, DF)
- Provence Style Flank Steak with Sun-Dried Tomatoes, Green Peppercorn & Pinot Grigio Demiglace (GF, DF)
- Thai Grilled Sirloin Beef (GF, DF)
**Vegetarian Choice**

Cavatappi & Roasted Butternut Squash with Sage Brown Butter  
Three Cheese Tortellini Con Vedura with Asparagus, Red Peppers & Olives in a  
Lemon Parmesan Cream Sauce  

Stuffed Bell Peppers  
Quinoa, Cranberries, Golden Raisins, Red Onions, Carrots, Peppers (GF, V)  

Ratatouille  
Japanese Eggplant, Summer Squash, Fire Roasted Tomato Salsa, Burrata (GF)  
Sweet & Spicy Cauliflower, Scallions, Black Bean Puree (GF, V)  
Tofu and Summer Vegetable Curry (GF, V)  
Miso Glazed Baby Eggplant (GF, V)  

**Vegetable Choice**  
*Choice of 1*

Charred Butternut Squash (GF, V)  
Roasted Brussels Sprouts (GF, V)  
Caramelized Baby Carrots (GF, V)  
Grilled Asparagus (GF, V)  
Roasted Lemon Garlic Cauliflower (GF, V)  
Sautéed Green Beans with Roasted Shallots (GF, V)  
Grilled Eggplant and Summer Squash with Fresh Herbs (GF, V)  
Oven Roasted Broccoli with Olive Oil and Lemon (GF, V)  
Charred Broccolini with Red Pepper Flakes and Shaved Garlic (GF, V)
**Starch Choice**

*Choice of 1*

- Truffle Scented Parmesan Fingerling Potatoes (GF)
- Sour Cream & Chive Whipped Yukon Golds (GF)
- Mediterranean Quinoa Pilaf, Roasted Moroccan Spiced Vegetables, Saffron, Currants (GF, V)
- Herb Roasted Sweet Potatoes (GF, V)
- Baked Macaroni & Cheese
- Toasted Farro Pilaf, Onions, Celery, Carrots (GF, V)
- Classic Vegetable Fried Rice, Scallions, Edamame (GF, V)

**Salad Choice**

*Choice of 1*

- Spring Salad Greens, Heirloom Tomato, Persian Cucumbers, Shredded Carrot
- Mesclun Greens, Shaved Pears, Crumbled Bleu Cheese
- Cranberry & Feta Salad, Frisée, Radicchio
- Classic Caesar Salad, Brioche Croutons
- Rocket Arugula Salad, Avocado, Heirloom Cherry Tomatoes, Pink Grapefruit
- Roasted Beet & Apple Salad, Watercress

*Above Dinner Buffets include Chef’s Choice Dessert & Bottled Water*
**Nova Grill Buffet**

$24.95 pp  
Minimum 20  
Grilled Hot Dog  
Grilled Hamburger  
Vegetarian Burger available on request  
BBQ Chicken (additional $4.95 pp)  
Potato Salad in Oil & Vinegar Dressing  
Roasted Corn Relish  
Homemade Cinnamon Churros  
Bottled Water

**Latin Inspired Buffet**

$39.95 pp  
Minimum 25

Ensalada Verde, Baby Watercress, Baby Arugula, Haricot Vert, Fava Beans, Sherry Vinaigrette (GF, V)

Ancho Crusted Flat Iron Steak with Fire Roasted Chipotle Salsa (GF, DF)

Panko Crusted Red Snapper with Salsa Verde (GF, DF)

Stuffed Bell Peppers Quinoa, Cranberries, Golden Raisins, Red Onions, Carrots, Peppers (GF, V)
Roasted Cumin and Garlic Cauliflower (GF, V)
Cilantro and Lime Rice (GF, V)
Churros with Dulce Leche
Bottled Water

**Taste of Italy Buffet**

$39.95 pp
Minimum 25

Classic Caesar Salad, Romaine, Shredded Parmesan, Creamy Caesar Dressing (GF)

Classic Chicken Parmesan (GF, DF)

Rigatoni in Sunday Beef and Pork Gravy (DF)

Ratatouille- Japanese Eggplant, Summer Squash, Fire Roasted Tomato Salsa, Burrata (GF)

Charred Broccolini, Red Pepper Flakes, Shaved Garlic (GF, V)

Four Cheese Tortellini with Basil Pesto

Classic Cannolis and Ricotta Cookies

Bottled Water

**Asian Fusion Buffet**

$39.95 pp
Minimum 25

Chinese Chopped Salad, Shredded Romaine, Radicchio, Carrots, Shredded Broccoli, Sesame Vinaigrette (GF, V)

Thai Grilled Sirloin Beef, Marinated Beef, Fresh Herbs and Spices (GF, DF)

Orange Ginger Glazed Chicken with Shishito Peppers (GF, DF)

Miso Glazed Baby Eggplant (GF, V)
Oven Roasted Broccoli, Tamari (GF, V)
Classic Vegetable Fried Rice, Scallions, Edamame (GF, V)
Fortune Cookies and Chef’s Selection of Mini Desserts
Bottled Water & Lemonade

Student Buffet Options

$16.00 pp
Minimum 20

Choice of One:
Chicken Fajita served with a soft tortilla, slaw & sour cream
Roasted Chicken served with rice pilaf & vegetable du jour
Penne Pasta & Meatballs served with garlic bread

All choices include dessert & bottled water

For sit-down plated dinners please reach out to catering at catering@villanova.edu. We will work with you to meet the unique needs of your group.
**Casual Catered Service**

Casual Catered Service can be delivered to your meeting room, classroom, or office. Complimentary delivery service is available for Casual Catered Service, Monday thru Friday, 8am – 4pm. Casual Catered Service occurring after normal business hours will be charged a 20% service fee. Casual Catered Service requesting hot food, requires an attendant; the attendant fee is the responsibility of the customer. All items are served on disposable ware. Catering reserves the right to add attendants to any casual catered service based off the food selections and/or number of guests.

**Custom Catered Service**

Custom Catered Service can be arranged with our catering coordinators. Any Custom Catered Service requesting tables, linens, flowers, set up or clean-up will be charged a 20% service fee. Custom Catered Service requesting hot food, requires an attendant; the attendant fee is the responsibility of the customer. Catering reserves the right to add attendants to any Custom Catered Service based off the food selections and/or number of guests.

**Full Catered Service**

Full Catered Service menus are priced for service in the Connelly Center. Full Catered Service requires an attendant; the attendant fee is the responsibility of the customer. Floral arrangements, and upscale linen can be arranged with our catering coordinators at an additional charge for your event.

*Any event taking place outside of the Connelly Center may incur additional charges All events taking place in the President’s Lounge require an attendant, the attendant fee is the responsibility of the customer*

**Staffing Guide**

Staffing needs are based on the number of guests, menu, logistics of space and style of service. Catering reserves the right to make changes based on the type of event and availability. 5 hours minimum for ALL staff. Events exceeding 5 hours will incur an additional $25 per staff member.

NO gratuity is charged or necessary.

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
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</thead>
<tbody>
<tr>
<td>Buffet Service</td>
<td>2 attendants per 30 guests</td>
</tr>
<tr>
<td>Sit-down dinner</td>
<td>2 attendants per 20 guests</td>
</tr>
<tr>
<td>Butler’d Hors d’oeuvres</td>
<td>2 attendants per 25 guests</td>
</tr>
<tr>
<td>Reception</td>
<td>2 attendants per 50 guests</td>
</tr>
<tr>
<td>Bartender</td>
<td>1 per 50 guests</td>
</tr>
<tr>
<td>Barback</td>
<td>1 per 150 guests</td>
</tr>
<tr>
<td>Action/Carving Stations</td>
<td>1-2 attendants Based on the action of the station</td>
</tr>
<tr>
<td>Chef Carver</td>
<td>1 per station</td>
</tr>
</tbody>
</table>
### Staffing Costs

<table>
<thead>
<tr>
<th>Role</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Attendant</td>
<td>$125</td>
</tr>
<tr>
<td>Chef Carver</td>
<td>$150</td>
</tr>
<tr>
<td>Bartender</td>
<td>$150</td>
</tr>
<tr>
<td>Barback</td>
<td>$125</td>
</tr>
</tbody>
</table>

Any event taking place outside of the Connelly Center may incur additional charges. All events taking place in the President’s Lounge require an attendant, the attendant fee is the responsibility of the customer.

### Holidays and Breaks

On designated Villanova University Holidays, Villanova University Catering will NOT be available. During University breaks Villanova University Catering may not be available.

### Dietary Restrictions

We offer a vegetarian option on all our menu packages. To ensure all your guests have an experience that exceeds their expectations we offer vegan, gluten, and dairy free options upon request. Our chefs are trained to properly prepare specialized meals to ensure your guest’s safety regarding a specific food allergy while providing a delicious and nutritious meal. If you do not find a suitable meal in our catering menu, our Executive Chef will be happy to develop a menu to meet all your specific needs.

We are very proud that all the food we prepare and serve is free of partially hydrogenated oils (trans-fats), all sources of Monosodium Glutamate (MSG), peanuts, tree nuts and coconut. Additionally, all the seafood served on our menus is sustainable and sourced following the guidelines set by the Monterey Bay Aquarium’s Seafood Watch Program. Our cooking and salad oils are non-GMO, expeller pressed canola oil.

### Removal of Food

Any remaining food after an event may not be removed by guests due to state health code regulations and liability issues; thank you for your understanding.

### Sales Tax

Non-Profit organizations must provide a copy of their tax-exempt status PRIOR to the event for waiver of the 6% Pennsylvania state sales tax.
**Attendance Guarantee**

A final guarantee of guest attendance must be provided (5) full working days prior to your event (see guide below). If we do not receive your final guarantee, we will use the last estimate on record. We may not be able to accommodate any increase/decrease in guest counts after this deadline. If accommodations are made it may result in additional charges.

<table>
<thead>
<tr>
<th>Event Day</th>
<th>Guarantee Due</th>
</tr>
</thead>
<tbody>
<tr>
<td>Saturday, Sunday &amp; Monday</td>
<td>Noon Previous Monday</td>
</tr>
<tr>
<td>Tuesday</td>
<td>Noon Previous Tuesday</td>
</tr>
<tr>
<td>Wednesday</td>
<td>Noon Previous Wednesday</td>
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<tr>
<td>Thursday</td>
<td>Noon Previous Thursday</td>
</tr>
<tr>
<td>Friday</td>
<td>Noon Previous Friday</td>
</tr>
</tbody>
</table>

**Room Reservations**

All room reservations must be made prior to booking catering. **Any events booked in Dundale Hall may not begin before 7pm.**

<table>
<thead>
<tr>
<th>Location</th>
<th>Reservation Contact</th>
</tr>
</thead>
<tbody>
<tr>
<td>Connelly Center, Dougherty Hall - East/West Lounge, Garey Hall Café, Luis De Leon Room (SAC 300)</td>
<td>610-519-7270</td>
</tr>
<tr>
<td>Driscoll Hall</td>
<td>610-519-4905</td>
</tr>
<tr>
<td>Dundale Hall <strong>(after 7pm)</strong></td>
<td>610-519-4260</td>
</tr>
<tr>
<td>The Curley Exchange</td>
<td>610-519-5424</td>
</tr>
</tbody>
</table>

* **ALL events in the President’s Lounge of the Connelly Center require an attendant.**
* **Rental charges may be incurred for any events occurring outside of the Connelly Center.**

**Cancellations**

<table>
<thead>
<tr>
<th>Notice</th>
<th>Charge</th>
</tr>
</thead>
<tbody>
<tr>
<td>5 full working days’ notice</td>
<td>10% of the events total cost will be charged</td>
</tr>
<tr>
<td>3 full working days’ notice</td>
<td>25% of the events total cost will be charged</td>
</tr>
<tr>
<td>Less than 72 hours’ notice</td>
<td>Full cost of the event will be charged</td>
</tr>
</tbody>
</table>

*If the University unexpectedly closes, your event will be cancelled at no charge.*

*If the University has a 2-hour delayed opening and your event falls within that time slot, your event will be cancelled at no charge.*
**Placing an Order**

To best serve you and plan for your special event, we do require (10) business days’ notice for full-service-catered functions and five (5) business days’ notice for all other events. We may not be able to accommodate certain orders and/or group sizes with less than three (3) business days' notice, however, we will do our best to accommodate your event or assist in arranging other on-campus dining options.

Any event serving alcohol, requiring guest to pay to attend the event will require a PLCB permit. These events need to be booked (14) business days in advance.

A University index number must be provided when booking your event. If you are an outside group, you must have approval from the sponsoring department and will need to be approved to use their index number.

**Please submit your request at**

[https://www1.villanova.edu/villanova/services/dining/catering/submit-an-event-request.html](https://www1.villanova.edu/villanova/services/dining/catering/submit-an-event-request.html)

**Alcohol Policy**

The Catering Office can assist you in planning regarding alcohol and bar services for your event. Villanova University does not allow for the on-site sale of alcohol to individuals under any circumstances.

Villanova Catering can purchase and provide alcohol for your group (price based on consumption), or the group can supply its own alcohol, and Villanova Catering will serve it. In either case, the group is responsible for the costs of Villanova Catering bartenders, barbacks and a service charge for bar set-ups.

- Bartenders - $150.00 1 per 50 guests
- Bar-backs - $125.00 1 per bar with rentals and/or 1 per 150 guests

Any event serving alcohol, requiring guest to pay to attend the event will require a PLCB permit. These events need to be booked (14) business days in advance.

**Catering providing food – Permitted/Non-Permitted Events**

- Full Bar Set Up - $300.00
  - Includes all non-alcoholic beverages (bottled water, soft drinks, sparkling water), mixers (juices, tonic, club soda, etc.), garnishes (lemons, limes, cherries, olives, etc.), disposable glassware, bar kits, bar bins, and ice
- Beer & Wine Set Up - $200.00
  - Includes all non-alcoholic beverages, disposable glassware, bar kits, bar bins, and ice
- Rented glassware available at an additional cost.
BYO BAR SERVICE – Permitted/Non-Permitted

- Full Bar Mixer Package $150.00
  - Includes all non-alcoholic beverages (bottled water, soft drinks, sparkling water), mixers (juices, tonic, club soda, etc.), garnishes (lemons, limes, cherries, olives, etc.), disposable glassware, bar kits, bar bins, and ice
- Beer & Wine Mixer Package $75.00
  - Includes all non-alcoholic beverages, disposable glassware, bar kits, bar bins, and ice
- Rented glassware available at an additional cost.

Wine Service with Dinner or Wine Tasting Event

- Wine Bar Set-Up - $75.00
  - Includes all wine supplies needed and disposable glassware
- Rented glassware available at an additional cost.

Passed Wine/Champagne

- Wine Bar Set-Up - $75.00
  - Includes all wine supplies needed and disposable glassware
- Rented glassware available at an additional cost.

All above packages are based on 5 hours. After the initial 5 hours, $25 is charged for each additional hour. No gratuity is charged or expected.

Any events serving alcohol require a RAMP (Responsible Alcohol Management Program) certified bartender.