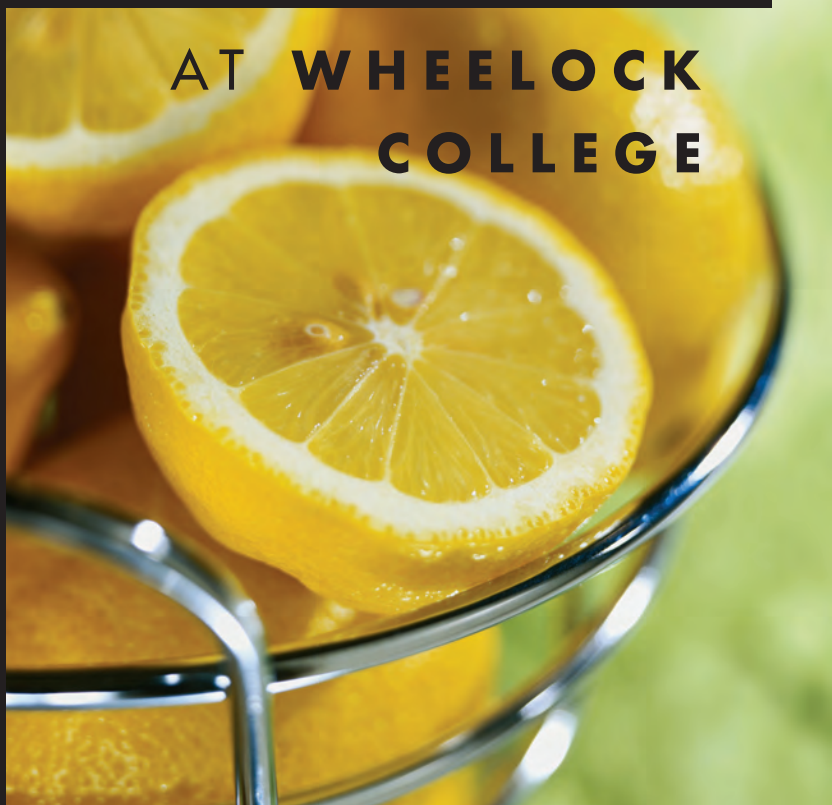




C A T E

R I N G



AT WHEELOCK
COLLEGE



Our Menu

WELCOME LETTER

MENU CHAPTERS:



A GREAT START

LUNCH TIME



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BOUNTIFUL BUFFETS

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PLANNING YOUR EVENT

This section will help you plan your event. It contains helpful suggestions as well as the procedures associated with planning your next catering event.



Welcome

From basic coffee services to outdoor events of unlimited numbers, our goal is to provide you with a full range of quality and innovative catering services backed by a diverse, service-oriented staff and a wide range of resources available from our international network.



As a catering service, our main function is Food! Our trained, professional staff is dedicated to providing the highest level of catering services. The quality of your food, however, does not rest upon the chefs alone. Every member of the Catering Department receives monthly training on food and beverage services, as well as day-to-day experience on the job.



This brochure provides you with fresh, contemporary menus. However, this represents only a starting point. Our commitment is to customize and create whatever is required to provide your guests with an unforgettable experience.



We look forward to the opportunity to work with you!



Planning Your Special Event

We pride ourselves in being able to meet everyone's catering needs. The following steps will help you through the process of organizing your special function.

Arranging and Reserving a Date

Even if the date of the event is only tentative, please make arrangements with the catering department so that we can at least get you on our records. All other information such as location, number of guests, time of the function, and menu selection, need to be decided at least ten business days before the function. You may contact the catering department via phone or contact us on our website.



Reserving a Location


Whether the event is to take place on campus or off, the location reservation needs to be confirmed before we will deliver. Tables, chairs, and other equipment will need to be arranged by you. When making the reservation, please include tables and trash cans needed. To reserve a room for an event, please contact Facilities Department at x2140.





Planning Your Special Event


Contact the Catering Office



At least 5 days before the event, contact the catering office at 617.879.2404 or email us at catering@wheelock.edu or contact us through our website at or stop by our office located in Peabody Hall. Some arrangements can be made by phone or email, others require an appointment with the Catering Director. This is the time for a thorough discussion of all specifics and details. We can help you make all the necessary decisions to determine which of the services that we offer would best fit your needs. After we have finalized all the details of your special event, you will receive a confirmation sheet to be signed and sent back to us. All cancellations and final changes, including the customer guarantee count and payment, **MUST** take place at least 3 days prior to your function. Charges will be incurred if you make any cancellations or changes after this time frame. If you do not contact us with a final count within the 3 business days allowed, we will prepare for the estimated number and charge accordingly.



Event Confirmation and Guarantees



If your event is cancelled, you are responsible for contacting the catering department and canceling the event. You will be liable for 75% of your food bill for any event that is not cancelled within 2 business days, and confirmed in writing by the customer. If Wheelock is closed due to inclement weather, all catering events will be automatically canceled.



Planning Your Special Event

Attendants

To ensure that your event is a success, catering staff will be provided for all served meals for a charge of \$130.00 for a minimum of 4 hours. If an additional time is needed, a fee of \$30.00 will be applied. We recommend that you have an attendant for all receptions and breaks for every 75 guests.



Catering Equipment

As the host of the catered event, you are responsible for the equipment we have provided for the service of your catered event. Any missing or damaged catering equipment or supplies will be charged to your account, at replacement costs. In the occurrence of a very large event, specialty equipment may need to be rented. We can provide this for you at an additional charge.



China Charges

Our catering department provides high-quality plastic products as our standard, unless otherwise requested. We also offer china service for any event at an additional charge.

Full Meal Service and Silverware \$7.00pp

Coffee or Beverage China Service \$2.00pp

Full Bar Glass Service \$3.00pp

Reception China and Silverware \$5.00pp

Fancy Catering Plasticware \$1.50pp

Recyclable Tableware \$2.50pp



All of the above are charged per person.


Floral Charges

We will be happy to order, receive and handle specific floral arrangements for you. For decorative requests an additional fee will be determined in accordance with your specific needs.





Planning Your Special Event

Linens and Skirting



We will provide linens and skirting for food and beverage tables at no charge. If you would like linen to be placed on guests tables for receptions, breaks, meeting tables and boxed lunches there will be a \$5.50 fee for each white tablecloth. Other tables may be skirted and covered at \$5.50 per white tablecloth and \$8.50 per skirt. The same applies to registration tables, name tag, head tables, and any additional table that will not be directly used for setup. Skirting can be done on any table not exceeding one inch in thickness. We can also provide napkins to meet your color scheme for \$1.00 each. Specialty linens are available upon request for an additional charge.





A GREAT START

SUNRISE BREAKFAST

The menus below are all presented buffet style. However, if a served breakfast is desired, an appropriate menu can be customized to fit your needs. All set ups include freshly brewed coffee, decaf and hot tea.

EARLY RISER

An assortment of bakery pastries, and an assortment of bottled juices or water

EYE OPENER

An assortment of bakery pastries, an assortment of bottled juices or water and fresh seasonal sliced fruit

SUNRISE START

An assortment of bakery pastries & bagels, an assortment of bottled juices or water and fresh berries, yogurt & granola.

Please see your Catering Director about our Famous
Cooked to Order Omelet Bar or Create a Breakfast Buffet

B R E A K F A S T



A GREAT START

SUNRISE BREAKFAST

The following items can be added on to any of the sunrise breakfast menus to create a custom menu for any occasion.

ENTRÉES

- Assorted quiches
- Breakfast burrito
- Salmon display (20 pax minimum per order)
- Cereal with milk
- Yogurt with granola
- Assorted seasonal sliced fruit
- Scrambled eggs
- Bacon
- Ham steak
- Sausage links
- Turkey sausage
- French toast
- Waffles
- Pancakes
- Home fried potatoes
- Hash browns
- Whole fresh fruit
- Seasonal fresh fruit salad

BEVERAGES

- Bottled iced tea
- Assorted canned soft drinks
- Assorted juice bottle
- Bottled water
- Fresh brewed coffee
- Fresh brewed decaffeinated coffee
- Hot water for tea
(includes decaffeinated)
- Hot chocolate
- Sparkling flavored water
- Milk (10oz)
- Vitamin water
- Frappucino

BAKERY A LA CARTE, PER PERSON

- Assorted bagels with condiments
- Assorted donuts
- Croissants
- Danish
- Cinnamon rolls
- Assorted scones
- Tea breads
- Assorted muffins

B R E A K F A S T



LUNCH TIME

GOURMET SANDWICHES

Our signature specialty sandwiches can be prepared to suit your event. Limited time for a lunch? They can be preset along with beverages and dessert to keep your program on time. You can choose up to 3 of our variety of sandwiches. They will be preset along with beverages, chips and cookies to keep your program on time. You can also for a small additional charge add one of our delicious gourmet salads.

ALBUQUERQUE CHICKEN

Grilled herb chicken breast with melted mozzarella and pesto mayonnaise on focaccia bread.

SWEET BEEF

Roast beef with onion rings and dijon mayonnaise on a baguette.

CAESAR WRAPS

Fresh romaine lettuce topped with parmesan cheese and caesar dressing served in assorted wraps.

- With marinated chicken

TURKEY CHEDDAR WRAP

Turkey and cheddar with horseradish cream cheese on a flour tortilla.

CAPRESE SANDWICH

Fresh mozzarella, tomatoes with field greens and pesto mayonnaise on ciabbata bread

CHICKEN OR TUNA SALAD

Chicken or tuna salad on multi grain bread - with bacon

VEGGIE WRAP

Grilled vegetables with hummus on wrap Italian Sub Salami, Ham & provolone with roasted peppers and Italian dressing on French baguette

TURKEY CLUB

Turkey breast with cheese, bacon, lettuce & tomato on a wrap

GREEK

Feta cheese, black olives, cucumber, lettuce, onions & tomato with a Greek dressing

MEDITERRANEAN

Marinated plum tomatoes, egg plant, roasted red peppers & fresh mozzarella - with Chicken

VEGGIE MIX

Celery, red pepper, onions, cucumber, broccoli, olives & carrots mixed with mayo cream cheese on a flatbread topped with lettuce cheese & tomatoes

DELI SANDWICH

Deli Sandwich Swiss, turkey, American cheese & ham with lettuce on tomato with a Dijon horseradish mayo on a French baguette

BREADS

Ciabatta, Focaccia, Multigrain, Pretzel roll, Flat bread, baguette & wraps

GOURMET SANDWICHES



GOURMET SALADS

GOURMET SALADS

Our signature specialty salads can be prepared to suit your event. Limited time for a luncheon? They can be pre-set along with beverages and dessert to keep your program on time. If you're planning a more formal luncheon, let us serve you in style. All luncheon salads include a dinner roll and butter, cookies or a brownie, a choice of a canned soda or water.

CHEF SALAD

A bed of mixed greens with julienne ham and turkey, cheddar cheese, hard boiled egg and honey mustard dressing.

COBB SALAD

A bed of mixed greens with smoked turkey, avocado, egg, bacon and crumbled blue cheese served with blue cheese dressing.

CAESAR SALAD

Fresh cut romaine lettuce with shredded parmesan cheese, focaccia croutons and Caesar dressing.

* Add grilled balsamic chicken breast, steak, or shrimp

TRI-SALAD COMBO

A special mixture of fresh greens topped with a choice of three salads; chicken salad, egg salad, tuna salad and ham salad.

GARDEN

Mixed lettuce with tomatoes, cucumbers, onions & carrots with Italian dressing

POTATO

Potato tossed in Dijon mayo

DRESSINGS

Balsamic Vinaigrette, Italian, ranch, blue cheese, raspberry vinaigrette, Caesar, thousand islands & lemon vinaigrette

PASTA

Grilled vegetables & pasta tossed with Italian dressing or Pesto pasta salad

FRUIT

Pineapple, honey dew, cantaloupe, grapes & strawberries

GREEK

Iceberg, Tomato, Cucumber, Feta Cheese, Celery, and Pita Chips, Lemon Vinaigrette

SPRING

Field greens, cranberries, blue cheese with raspberry vinaigrette

ANTIPASTO

Field greens with pepperoncini, roasted red peppers, roasted vegetables, marinated mushrooms, olives, fresh mozzarella and variety of cold cuts

NEW ENGLAND

Blend of Spinach Cranraisins, Crispy Smoked Bacon, and Shaved Carrots with Buttermilk Dressing

CAPRESE

Mesclun mix, Tomato, roasted red pepper & fresh mozzarella with balsamic vinaigrette

GOURMET SALADS



EXECUTIVE BOX LUNCHES

PER PERSON (8 BOX MINIMUM PER ORDER)

All entrees are cold and include a freshly baked roll with butter and your choice of dessert bar.

THAI CHICKEN BOX

Grilled Thai marinated chicken breast served with a spicy peanut dipping sauce, lo mein salad and fresh Thai cucumber salad

LEMON GINGER CHICKEN BOX

Lemon ginger chicken breast served with fresh mango salsa, honey Dijon potato salad and marinated green beans with tomatoes & shallots

SESAME CHICKEN BOX

Sesame marinated chicken breast served with pineapple salsa, lo mein salad and fresh Thai cucumber salad.

BASIL LEMON CHICKEN BOX

Basil and lemon marinated grilled chicken breast served with tomato pepper relish, Italian basil orzo salad and marinated green beans with tomato & shallots

GRILLED GARLIC & CILANTRO SHRIMP BOX

Grilled gulf shrimp infused with garlic, cilantro and lime juice served with spicy remoulade served with rotini pesto salad and marinated green beans with tomatoes and shallots.

ANTIPASTO PLATE

Grilled eggplant, zucchini, red peppers, marinated long stem artichokes, marinated mushrooms and fresh mozzarella served with rotini pesto pasta salad and marinated lemon asparagus.

EXECUTIVE BOX LUNCH



B O U N T I F U L B U F F E T S

SPECIALTY BUFFETS:

The following buffets have been created with distinctive themes for your event planning convenience. All are available at lunch or in the evening.

SLICERS DELI BUFFET

Sliced roast beef, ham, turkey, American, swiss and provolone accompanied by assorted bread and rolls, relish tray with lettuce, tomato, pickles, onion, condiments, potato chips, cookies, brownies and canned soda or water.

OPTIONS

Choose one of the salads to go with your buffet

- Pasta salad, potato salad, garden salad, caesar salad

MEXICAN BUFFET

Mixed Field Greens with Sliced Cucumbers, Croutons, Roasted Corn, Black Beans, and Honey Vinaigrette served with Lime & Cumin Marinated Chicken Fajita and, or Skirt Steak Fajitas with Caramelized Peppers and Onions, Mexican Rice and accompanied with Lettuce, Jalapeno Peppers, Salsa, Guacamole, Grated Cheese, and Sour Cream with Warm Flour Tortilla

ASIAN BUFFET

Green Salad with fry rice noodles and Asian vinaigrette served with Chicken Teriyaki and or Beef & Broccoli with Asian garlic sauce, Stir fry vegetables and Vegetarian lo mien.

NEW ENGLAND BUFFET

Young Field Greens with tomato, cucumbers, and onions served with ranch dressing served with chicken breast with apple, and mushroom sauce or fresh Baked Cod in a lemon Chive sauce accompanied with Steamed Young Red Skin Potatoes and Seasonal vegetables

ROMA ITALIA GOURMET

Caesar salad with a choice of two: tortellini primavera, cavatappi with Bolognese sauce or pink sauce, penne with artichokes, asparagus tips, broccoli, roasted pepper and tomato sauce accompanied with garlic, plain or parmesan breadsticks.

CAESAR BAR

Romaine lettuce tossed with parmesan cheese, croutons, and caesar dressing served with rolls and butter, dessert bars and a canned soda.

OPTIONS:

- Add grilled chicken, grilled steak, grilled shrimp or grilled salmon

ROMA ITALIAN

Mixed green salad with Italian dressing. Choice of two: penne, tri-color rotini or rigotoni with marinara sauce. Served with breadsticks, goil butter, shredded parmesan cheese, cookies, canned soda and water.

OPTIONS:

- Chicken parmesan, Eggplant parmesan Chicken broccoli & penne

B U F F E T S



MOVABLE FEASTS

MOVABLE FEASTS:

The following feasts have been created with distinctive themes for your event planning convenience. All are available at lunch or in the evening.

BASIC BBQ

Hamburgers, hot dogs, veggie burgers, sliced cheese, choice of potato salad, macaroni salad, coleslaw, relish tray with lettuce, tomato, pickles and onions, condiments, potato chips, cookies, brownies, soda and water.

TEXAS STYLE BBQ

BBQ chicken breasts, corn on the cob, potato salad, cole slaw, macaroni salad, cornbread, watermelon, cookies, brownies, soda and water.

NEW ENGLAND CLAM BAKE

Marinated chicken, fresh steamed clams & mussels. Served with garden salad, coleslaw, cornbread, corn on the cob, assorted cookies and brownies, soda and water.

- Add lobster for market price

HOLIDAY DINNER

Tossed garden salad with lettuce mix, tomatoes, cucumbers, red onion and croutons with your choice of two dressings.

Roast turkey, with whipped potatoes and giblet gravy, country stuffing, corn, cranberry sauce, rolls and butter, pumpkin pie. Served with coffee, decaffeinated coffee, hot tea or ice tea.

PIZZA PARTY

Choice of garden or caesar salad with cookies, brownies, soda and water.
- Our topping list is endless!!!!

WINGS AND THINGS

Choice of Buffalo, BBQ, Teriyaki or Wing dings, blue cheese dressing, celery sticks, carrot sticks and a Tossed garden salad with your choice of dressing and assorted canned beverages.

NACHO BAR

Tortilla chips accompanied with beef chili, cheese sauce, lettuce, tomato, onions, jalapenos, salsa, sour cream, guacamole, black olives & shredded cheese

PICNIC LUNCH

Assorted deli sandwiches on a roll or choice of sliced bread, featuring tuna, roast turkey breast, ham & cheese, condiments, potato chips, cookies or brownies and a canned of soda or bottled water

TO GO LUNCH

Assorted deli sandwiches on a roll or choice of sliced bread, featuring tuna, roast turkey breast, ham & cheese, condiments, potato chips, whole fruit, cookies or brownies and a canned of soda or bottled water. Packed in a to go bag

CLASSICS



MENU ACCOMPANIMENTS

For an event that requires a more formal atmosphere, we suggest a served meal. Each menu item includes a choice of salad with dressing, choice of two accompaniments, fresh baked rolls and butter.

BEEF

FILET MIGNON

Beef Tenderloin filet with your choice of sauce

STEAK AU POIVRE

Delicious beef tenderloin served with a classic brandy sauce with green peppercorns

PORK

SOUTHWESTERN GLAZED PORK LOIN

Carved and served with a zesty chipotle pepper sauce

STUFFED PORK CHOP

Center cut pork chop stuffed with Cornbread and apple stuffing

POULTRY

CHICKEN PICCATA

Boneless breast of chicken lightly sautéed and served in a light lemon sauce with capers

CHICKEN MARSALA

Boneless breaded breast of chicken sautéed on a white Marsala sauce topped with mushrooms

CHICKEN CORDON BLEU

Boneless breast of chicken rolled with imported ham and swiss cheese

ROSEMARY CHICKEN

Chicken breast with rosemary and garlic

LEMON TARRAGON CHICKEN

Boneless breast of chicken marinated in fresh tarragon, lemon and garlic

CHICKEN VALDOSTANO

Chicken breast topped with proscuitto, provolone and roasted peppers

SEAFOOD SHRIMP SCAMPI

Shrimp sautéed with fresh herbs and garlic served over basil orzo

HALIBUT WITH SALSA

Tender and sweet halibut grilled and topped with fresh tomato salsa

BROILED SALMON WITH DILL BUTTER

Salmon fillet broiled to perfection served with dill butter

AHI TUNA

Ahi Tuna grilled and served with a caponata relish

MARYLAND CRAB CAKES

Mouthwatering Maryland lump crab cakes

FRESH BAKED COD

With tomato and lemon sauce

MENU ACCOMPANIMENTS



MENU ACCOMPANIMENTS

VEGETARIAN VEGETABLE NAPOLEON

Vegan Napoleon with portobello mushroom, eggplant, peppers, zucchini and yellow squash

EGGPLANT ROLLARD

Eggplant rollard stuffed with wild mushrooms and tofu, with roasted plum tomato sauce and polenta

CHEVRE, ORZO AND BASIL STUFFED PORTOBELLO

Portobello mushroom caps stuffed with chevre cheese, tri-colored orzo and fresh basil

RAVIOLI PORCINI MOREL

Ravioli stuffed with porcini and morels in a light plum tomato sauce

VEGETARIAN LASAGNA

Lasagna noodles layered with fresh ricotta, mozzarella, and parmigiana cheese topped with a marinara sauce

TORTELLINI PRIMAVERA

Tortellini with roasted vegetables topped with Alfredo sauce

MENU ACCOMPANIMENTS

SALADS

TOSSED GARDEN SALAD

A fresh mix of lettuce with tomatoes, cucumbers, red onion and croutons and your choice of dressing

CAESAR SALAD

Romaine lettuce with parmesan cheese, garlic croutons and creamy caesar dressing

FRESH MESCLUN

Baby vegetables with balsamic vinaigrette

BUFFALO MOZZARELLA

Tomato and fresh basil with garlic vinaigrette

SPINACH SALAD WITH WARM BACON DRESSING

ARUGULA WITH ROASTED PEPPER VINAIGRETTE

THAI CUCUMBER SALAD

THAI PASTA SALAD WITH SNOW PEAS

ICEBERG WEDGE WITH MAYTAG BLEU CHEESE

PEAR AND TOASTED WALNUT SPRING SALAD



MENU ACCOMPANIMENTS

Menu accompaniments for lunch and dinner. All meals include one salad, one vegetable and one starch.

ON THE SIDE - SELECT TWO

- Baked potato served with butter sour cream and chives
- Country mashed potatoes
- Baked sweet potatoes
- Potatoes Anna
- Oven roasted garlic potatoes
- Rice pilaf
- Basmati rice
- Long grain and wild rice
- Whipped sweet potatoes
- Basil orzo
- Fresh broccoli spears
- Asparagus spears (seasonal)
- Fresh zucchini with garlic and basil
- Green beans with almonds
- Carrots vichy
- Baby carrots
- Baby squash

A LA CARTE DESSERTS

PIES AND SPECIALTY

- Dutch apple pie
- Boston cream pie
- Pumpkin pie
- Mini pastry
- Key Lime pie
- Lemon meringue pie
- Parfaits
- Tiramisu
- Coconut cream pie
- Chocolate mousse pie
- Big blitz with Snickers

CAKES

- Chocolate cake
- Carrot cake
- Black forest cake
- German chocolate cake
- Carmel granny apple
- Angel food cake with seasonal berries
- Cheesecake with strawberries
- Kahlua cake
- Coconut cake
- Banana chocolate chip cake
- Hazelnut cappuccino cake
- French chocolate cake
- Strawberry amaretto cake
- Flourless chocolate nemesis

MENU ACCOMPANIMENTS



FINISHING TOUCHES

DESSERT BARS, PER PERSON

Have your dessert bars cut into triangles, and squares to create an attractive platter

- Chocolate brownies
- Marble brownies
- Lemon bars
- Marshmallow krispies
- Chocolate fondue
- Oreo dream bar
- Carrot cake bar
- Square petit fours

COOKIES, PER PERSON

- Chocolate chip
- Oatmeal raisin
- Peanut butter drop
- Chocolate chocolate chip
- M&M
- Sugar

ICE CREAM SUNDAE BAR, 25 GUEST MINIMUM

Includes one 3 gallon tub of ice cream per 25 guests

Sauces:

- Chocolate
- Caramel

Includes: Cherries and whipped cream

Select 3 from the following toppings:

- Peanuts nuts
- Sprinkles
- Crushed oreos
- Granola
- Gummy bears
- M & M's
- Jelly beans

SNACKS, PER PERSON

- Popcorn (ind.)
- Potato chips (ind. assorted)
- Pretzels
- Chips and salsa
- Pita chips with hummus
- Granola bars
- Soft pretzels

FINISHING TOUCHES



GOURMET DIPS/TRAYS AND DISPLAYS/CARVING STATIONS

TRAYS AND DISPLAYS, PER PERSON

- Crudités and dip
- Gourmet cheese and crackers
- Fresh seasonal fruit
- Tea sandwiches with assorted fillings: (Select 2,3 types)
tuna salad, egg salad,
chicken salad, seafood salad
- Shrimp cocktail

MEDITERRANEAN STATION

Tabouleh, Babaganoush, Red Pepper Hummus, Assorted marinated Olives, Grilled Vegetables & Pita chips

CARVING STATION, PER PERSON

Carved selections are accompanied by an assortment of miniature rolls, condiments and sauces. There is an additional charge per station chef.

Carving station comes with your choice of:

- Roast turkey with giblet gravy
- Mustard and apricot glazed ham
- Roast pork loin
- Roast top round of beef with au jus
- Roast tenderloin of beef
- Salmon en croute

H O R S D ' O E U V R E S

PRICED PER PIECE - The following hors d'oeuvres can be served passed on trays or set up as stationary buffets depending on the style of your event.

HOT

- Dijon chicken in puff pastry
- Spanakopita
- Scalloped in bacon brushed with maple syrup
- Maryland style crab cake with remoulade
- Chicken fingers with honey mustard or spicy buffalo sauce
- Teriyaki beef satay & spicy peanut chicken satay
- Coconut chicken
- Mozzarella Sticks
- Wild mushroom empanada
- Chicken quesadilla
- Beef wellington
- Chicken samosas
- Egg rolls
- Mini quiches
- Chicken BBQ on biscuit

COLD

- Sushi
- Shrimp cocktail
- Cantaloupe wrapped with prosciutto
- Skewered fruit with yogurt dressing
- Tomato, mozzarella and basil crostini
- Tuscan bruschetta
- Cucumber cups with cream cheese and shrimp



B E V E R A G E S

HOT, PER PERSON

- Brewed regular and decaf coffee
- Hot Lipton tea
- Herb Tazo - celestial tea
- Hot cocoa (seasonal)
- Hot cider (seasonal)

COLD

- Canned soda
- Bottled waters
- Bottled juices
- Milk
- Sports drinks
- Bottled teas
- Eggnog (seasonal)
- Vitamin water
- Frappuccino
- Yogurt

PUNCHES, PER PERSON

- Lemonade
- Iced tea
- Cranberry punch

B E V E R A G E S

