



C A T E R I N G



AT LEMOYNE
COLLEGE



Our Menu



WELCOME LETTER

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.

MENU CHAPTERS:

A GREAT START

LUNCH TIME

HOT LUNCHES

AFTERNOON BREAKS/BEVERAGES

RECEPTIONS

HORS D'OEUVRES

GOURMET DIPS

CULINARY CLASSICS

MENU ACCOMPANIMENTS

FINISHING TOUCHES

MOVABLE FEAST



Welcome

The brochure provides you with fresh and contemporary menus. Our commitment is to customize and create whatever is required to provide your guests with an unforgettable experience.



From a basic coffee services to outdoor events, our goal is to provide you with a full range of quality and innovative catering services.

As a catering service, our main function is Food! Our trained, professional staff is dedicated to providing the highest level of catering services.



We look forward to the opportunity to work with you!
Catering at Le Moyne College.





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 event.

Reserving a Location

To reserve a room for an event, please contact (315) 445-4126.

Arranging and Reserving a Date

Even if the date is only tentative, please make arrangements with the catering department so that we can at least get you on our calendar. All other information such as number of guests, time of the function, and menu selection, need to be determined after a location is booked. You may contact the catering department at (315)4 445-4697.





Planning Your Special Event

Contact the Catering Office

At least two weeks before the event, contact the catering office at (315) 445-4697. Some arrangements can be made by phone or email; others will require an appointment with the Catering Department.



We can help you make all the necessary decisions to determine which of our services would best fit your needs. After we have finalized the details of your event, you will receive a contract concerning your event. This contract will need to be signed and sent back to us 48 hours prior to your event.



All cancellations and final changes must take place 24 hours prior to your event. Charges will be incurred if any cancellations or changes take place within the 24 hour time period before your event. A final count will be needed 24 hours prior to the event, without this final count the event will be prepared for the estimated number and charged accordingly.





Planning Your Special Event

Payment

Off-campus groups are required to make a deposit of 75% at least one week prior to the event; the remainder will be billed after the event. Tax exempt organizations are required to submit a copy of their tax exempt certificate prior to the event. All campus groups will be required to submit an account number for the event to be billed.



Delivery Fees

There are no delivery fees for catering services held on Campus. Additional fees will incur with a china delivery outside of the campus center. Events held off campus will be subject to a delivery fee.




Late and Minimum Charges

A late charge of will be assessed for any event booked with less than 24 hours notice. A minimum order of \$50 is required for all orders. Arrangements for orders less than the minimum amount can be made if they are picked up during office hours.

Alcohol Policy

All alcoholic beverages must be served by the catering department and consumed in the designated area. Proof of age is required.



The Special Events Room and James Commons are the only licensed rooms on campus. A liquor license needs to be obtained for any other room on campus that will need a bar for your event. There is an additional fee for a liquor license.



Planning Your Special Event

Floral Charges

Flowers can be obtained through the catering department for your event at an additional cost. Cost of flowers is determined by the type of flowers requested.



Linens and Skirting

We will provide linens and skirting for the food and beverage tables at no additional charge. If you would like linen for additional tables, such as registration, seating, or display tables, they can be acquired for an additional fee. Specialty linens are available upon request for an additional charge.



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.

Food Removal Policy

Due to health regulations, it is the policy of Le Moyne College that excess food items from events cannot be removed from the event site. Items purchased for pick up should be properly stored prior to the event and removed after the event.





A GREAT START

SUNRISE BREAKFAST

The menus below are all presented buffet style.

EARLY RISER

An assorted of breakfast pastries (Danish, Muffins, or Scones), assorted bottled juice and bottled water, along with coffee, decaf, and tea

EYE OPENER

An assortment of breakfast pastries (Danish, Muffins, or Scones), Fresh Fruit Tray, assorted bottled juice and bottled water, along with coffee, decaf, and tea

SUNRISE START

An assortment of breakfast pastries (Danish, Muffins, or Scones), individual cups of yogurt, granola, fresh fruit tray, assorted bottled juice and bottled water, along with coffee, decaf, and tea

BREAKFAST BURRITO BUFFET

Breakfast Burritos (sausage or cheese) served with salsa and sour cream, assorted breakfast pastries (Danish, Muffins, or Scones), assorted bottled juice and bottled water, along with coffee, decaf, and tea

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

A LA CARTE

- Assorted breakfast pastries (Danish, Muffins, or Scones)
- Bagels with Cream Cheese, Butter & Jelly
- Fresh Fruit Tray
- Fresh Whole Fruit
- Individual Yogurt with Granola
- Assorted Sweet Breads

ADDITIONAL ITEMS

- Breakfast Burritos
- Scrambled Eggs
- Bacon
- Sausage links or patties
- Turkey Sausage
- Frizzled Ham
- Home Fried Potatoes
- French Toast
- Waffles

BEVERAGES

- Assorted bottled juice
- Bottled water
- Coffee, Decaf, and Tea
- Hot Chocolate Packets

B R E A K F A S T



LUNCH TIME

EXPRESS LUNCH

All lunches served with chips and pretzels, cookies or brownies, and assorted bottled sodas and bottled water.

DELI BUFFET LUNCHES

Assorted deli meats, cheeses, lettuce, tomatoes, pickles, and condiments. Assorted breads and rolls. Choice of salad (Tossed or Pasta, or Fruit Tray)

PREMADE SANDWICHES OR WRAPS

Assortment of premade sandwiches or wraps. Choice of salad (Tossed or Pasta, or Fruit Tray)

CHICKEN CAESAR WRAP

Romaine lettuce, sliced chicken breast, parmesan cheese, and Caesar dressing in a specialty wrap. Choice of salad (Tossed or Pasta, or Fruit Tray)

TURKEY BLT SANDWICH

Turkey, Bacon, Lettuce, and Tomato on white and wheat breads. Choice of salad (Tossed or Pasta, or Fruit Tray)

CHICKEN CAESAR SALAD (BUFFET STYLE)

Romaine Lettuce, Sliced Chicken Breast, Cherry Tomatoes, Croutons, Parmesan Cheese, and Caesar Dressing. Served with Rolls and Butter.

CHEF SALAD (BUFFET STYLE)

Mixed Greens, Julienned Ham and Turkey, Provolone Cheese, Hard Boiled Eggs, Tomatoes, Bacon Bits, and Croutons with Ranch Dressing and Balsamic Vinaigrette. Served with Rolls and Butter.

ANTIPASTO SALAD (BUFFET STYLE)

Mixed Greens, Julienned Ham and Salami, Provolone Cheese, Artichoke Hearts, Tomatoes, and Olives with Balsamic Vinaigrette. Served with Rolls and Butter.

EXPRESS LUNCHES



HOT LUNCHES

All lunches served with breads and rolls with butter, cookies or brownies, and assorted bottled sodas and bottled water.

PASTA BUFFET

Penne pasta with two sauces (Marinara with Meatballs and Alfredo). Tossed Salad with Ranch Dressing and Balsamic Vinaigrette.

With Roasted Vegetables (additional cost)

MARINATED CHICKEN BUFFET

Grilled Marinated Chicken Breast, Rice Pilaf, and Roasted Vegetables. Served with Caesar Salad.

With Eggplant Roulade (additional cost)

CHILI BUFFET

Regular and Vegetarian Chili accompanied with toppings. Served with Tossed salad with Ranch Dressing and Balsamic Vinaigrette.

With Pasta Entrée (additional cost)

SANTA FE CHICKEN BUFFET

Santa Fe Chicken with Peppers and Onions. Regular and Vegetarian Chili accompanied with toppings. Served with Tossed Salad with Ranch Dressing and Balsamic Vinaigrette.

HOT LUNCHES



AFTERNOON BREAKS / BEVERAGES

AFTERNOON BREAKS

- A La Carte
- Assorted Cookies
- Brownies
- Chips/Pretzels
- Chips and Dip
- Tortilla Chips and Salsa
- Snack Mix
- Dry Roasted Peanuts
- Granola Bars
- Fresh Fruit Tray
- Assorted Mini Desserts

BEVERAGES

- Assorted bottled soda
- Bottled Water
- Assorted bottled juice
- Punch
- Lemonade
- Iced Tea
- Coffee, Decaf, and Tea
- Hot Chocolate Packets

B R E A K S



R E C E P T I O N S

BAR INFORMATION

Events where alcohol will be served must be licensed. Depending upon it's location, each bar may require a State Caterer's Permit, at an additional fee. The New York State Liquor Authority requires three weeks to process the State Caterer's Permit so please contact the Catering Office a month prior to your event.

The Curtain Special Events Room and The James Commons are permanently licensed and will not need an additional permit.

HOSTED BAR

Priced per person per hour

FULL BAR

Beer, Wine, and Soda Bar

CASH BAR

Bartender Fee charged per hour. Please include one hour for set up/break down time. We will provide one bartender for every 50 guests.

C L A S S I C S



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

The following hors d'oeuvres can be served passed on trays or set up as stationary items.

HOT

- Spanakopita
- Mini Chicken Cordon Bleu
- Stuffed Mushroom (sausage or bread)
- Bite-size Sesame Chicken
- Eggrolls
- Vegetable Spring Rolls
- Scallops wrapped in Bacon
- Pigs in a Blanket
- Potato Latkes
- Mini Crab Cakes
- Mini Quiche
- Fried Ravioli
- Popcorn Chicken with Dipping Sauces

COLD

- Tomato Bruschetta
- Tomato Bruschetta with Bousin Cheese
- Olive Bruschetta
- Pecan and Gorgonzola Canapes
- Honeydew wrapped in prosciutto
- Shrimp Cocktail
- Cream Cheese stuffed Strawberries
- Deviled Eggs
- Sugared Grapes
- Sugared Spiced Mixed Nuts
- Prosciutto wrapped asparagus

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



GOURMET DIPS/TRAYS AND DISPLAYS/CARVING STATIONS

All menu entrees include on salad, one vegetable, one starch, and one dessert

GOURMET DIPS

Served with crackers, tortilla chips, or baguettes

- Hot Spinach Dip
- Hot Artichoke Dip
- Hot Artichoke Crab Dip
- Hot Cheddar Cheese Chili Dip
(vegetarian or meat)
- Seven Layer Mexican Dip
- Bruschetta

CARVING STATION

Carved selections are accompanied by an assortment of miniature rolls, condiments.

Choice of up to two meats:

- Roast Turkey
- Roast Pork Loin
- Glazed Baked Ham
- Marinated Flank Steak
- Roast Top Round of Beef

GOURMET TRAYS

SMALL (UP TO 25 PEOPLE)

MEDIUM (25 - 50)

LARGE (50 - 75)

- Vegetable Tray with Dip
- Fresh Fruit Tray with Dip
- Cheese and Crackers
- Gourmet Cheese and Crackers
- Spreadable Cheese and Crackers
- Cheese and Pepperoni Tray with Crackers
- Assorted Finger Sandwiches
Tuna Salad, Egg Salad, Ham Salad
- Hummus and Pita Triangles

GOURMET DIPS
TRAYS AND DISPLAYS
CARVING STATIONS



CULINARY CLASSICS

For an event that requires a more formal atmosphere, we suggest a served meal. Each menu item includes a choice of salad, choice of two accompaniments, warm bread and rolls with butter, fresh brewed coffee, decaf, and tea, ice water, along with a choice of dessert. Ask about our buffet options.

CHICKEN

CHICKEN FRANCAISE

Boneless breast of chicken lightly sautéed and served in a white wine sauce

CHICKEN FLORENTINE

Boneless breast of chicken topped with spinach

CHICKEN MARSALA

Boneless breast of chicken lightly breaded with sautéed mushrooms and a mushroom wine sauce

CHICKEN POMODORO

Chicken breast with a white wine sauce and tomatoes

CHICKEN PICCATA

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

CHICKEN OSCAR

Chicken cutlets topped with asparagus, lump crab and drizzled with hollandaise sauce

CHICKEN CORDON BLEU

Boneless breast of chicken rolled with ham and swiss cheese with a voute sauce

STUFFED CHICKEN BREAST

Chicken breast with rosemary and garlic

PORK

CHIPOTLE PORK LOIN

Carved and served with a zesty chipotle pepper sauce

ANISE ROAST PORK

Oven roasted pork stuffed with savory figs and apples with a hint of anise

APPLE PORK CHOP

Center cut pork chop on a bed of apple chutney

PORK TENDERLOIN

Sliced tenderloins of pork dressed with a savory Dijon sauce

BEEF

FILET MIGNON

Beef Tenderloin filet with merlot demi glaze

FLANK STEAK

Sliced Flank Steak with a mushroom demi glaze

NY STRIP STEAK

With Gorgonzola Cheese



CULINARY CLASSICS

VEAL

VEAL MARSALA

Sauteed veal with sautéed mushrooms and a marsala wine sauce

VEAL BRACIOLA

Veal stuffed with prosciutto, fresh mozzarella, and basil, served with a sweet vermouth sauce

SEAFOOD

SHRIMP SCAMPI

Shrimp sautéed with fresh herbs and garlic served over basil orzo

HERB CRUSTED SALMON

Baked salmon fillet encrusted in herbs

BROILED SALMON WITH DILL BUTTER

Salmon fillet broiled to perfection served with dill butter

CRUNCHY BAKED COD

Baked cod with a crunchy bread topping

AHI TUNA

Ahi tuna grilled and served with a caponata relish

CRAB CAKES

Lump crab cakes served with remoulade sauce

GARLIC ORANGE CHILI SHRIMP

Shrimp stir-fried with Asian vegetables, ginger, garlic and green onions in garlic orange sauce

VEGETABLE

VEGETABLE NAPOLEON

Vegan style Napoleon with Portobello mushroom, eggplant, peppers, zucchini and yellow squash

EGGPLANT ROULADE

Eggplant rollard and stuffed with ricotta cheese. Topped with marinara sauce and mozzarella cheese

SPINACH RAVIOLI

Striped spinach pasta served with ricotta and mozzarella cheeses and garlic. Served with olive oil and fresh herbs

VEGETARIAN LASAGNA

Lasagna noodles layered with ricotta, mozzarella, and parmesan cheeses and fresh vegetables with an alfredo sauce

CHEESE LASAGNA

Lasagna noodles layered with ricotta, mozzarella, and parmesan cheeses with marinara sauce

CHEVRE, ORZO AND BASIL STUFFED PORTOBELLO

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

C L A S S I C S



MENU ACCOMPANIMENTS

All menu entrees include on salad, one vegetable, one starch, and one dessert

SALADS

TOSSED GARDEN SALADS

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

CAESAR SALADS

Romaine lettuce with parmesan cheese, croutons, and creamy Caesar dressing

FRESH MESCLUN SALADS

Spring mesclun mix with carrot shavings and tomatoes with balsamic or raspberry vinaigrette

SPRING SALADS

Spring mix with mandarin oranges and toasted almonds with vinaigrette dressing

STRAWBERRY SPINACH SALADS

Fresh baby spinach topped with strawberry slices and sugared walnuts with a vinaigrette dressing

CRANBERRY SPINACH SALADS

Fresh baby spinach topped with dried cranberries and spicy sugared pecans with vinaigrette dressing

TOMATO BASIL SALADS

Fresh mozzarella, plum tomatoes, and fresh basil with balsamic vinaigrette

FRESH FRUIT PLATE

Seasonal fresh fruit with yogurt sauce

STARCH

- Rice Pilaf
- Wild Rice
- Oven Roasted Red Potatoes
- Garlic Cheddar Mashed Potatoes
- Baked Potato (served with sour cream)
- Country Mashed Potatoes
- Baked Sweet Potatoes
- Parmesan Couscous
- Mushroom Risotto

VEGETABLE

- Fresh Broccoli Spears
- Asparagus Spears (seasonal)
- Green Beans
- Green Bean Amandine
- Baby Carrots
- Orange Glazed Baby Carrots
- Fresh Zucchini and Squash
- Mixed Vegetables
- Broccoli, Cauliflower, and Carrots

MENU ACCOMPANIMENTS



FINISHING TOUCHES

DESSERT

- Chocolate Cake
- Carrot Cake
- Chocolate Peanut Butter Cake
- Caramel Granny Apple Pie
- Raspberry Lemon Cake
- Raspberry Almond Cake
- Chocolate Coconut Cake with Almonds
- Angel Food Cake with Seasonal Berries
- Assorted Cheesecakes
- Mini Assorted Desserts
- Apple Pie
- Assorted Fruit Pies
- Pecan Pie
- Boston Cream Pie
- Pumpkin Pie
- Italian Cookies

SHEET CAKES

- 1/2 Sheet Cake
- Full Sheet Cake
- Double Layer Full Sheet Cake

UPSCALE DESSERTS

- Upscale cakes, pies, and cheesecakes
- Cannolis, éclairs, cream puffs, and neapolitans
- Tiramisu

FINISHING TOUCHES



MOVABLE FEAST

OUTDOOR BBQ

Hamburger, Gardenburgers, and Hotdogs with rolls. Lettuce, Tomatoes, American Cheese, and Pickles. Choice of Salad (Pasta, Tossed, Macaroni, or Potato). Chips and Pretzels. Cookies or Brownies. Condiments. Lemonade or Iced Tea.

- Marinated Chicken Breast
- BBQ Pork Ribs
- Beef Kabobs
- Pulled Pork
- Grilled Vegetable Kabobs
- Corn on the Cob
- Baked Beans
- Shortcake Bar

BOXED LUNCHES

Include one sandwich, small bag of chips, cookies, piece of fruit, and one beverage

UPSCALE BOX LUNCHES

Can be tailored to meet the needs of your event.

MOVABLE FEAST

