Wor–Wic
Community College
Catering Guide

Effective 9/1/2016

Hazel Center 1st Floor
410–334–2960
Catering@worwic.edu

Catering services provided by sodexo
Welcome

Thank you for considering Wor-Wic Community College for your catering needs. Please find our catering packages within this guide as a suggestion for your event. In addition to these packages, you will find single items with per piece pricing to create your own menu, which works well with tight budgets. We welcome the opportunity to assist you in planning your next event, and even creating a custom menu as needed. We ask that we receive a minimum of one week notice for all requests. For large or intricate functions, please consider scheduling an appointment to execute a successful catering for all parties involved. It is our goal to satisfy not only the guest, but the host as well.

We look forward to serving you.

Sodexo Catering Staff

sodexo
<table>
<thead>
<tr>
<th><strong>Breakfast</strong></th>
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</thead>
<tbody>
<tr>
<td><strong>Boxed Breakfast</strong></td>
<td><strong>Quick Start</strong></td>
</tr>
<tr>
<td>Assorted Muffin or Large Danish</td>
<td>Fresh Brewed Coffee and Hot Tea Service</td>
</tr>
<tr>
<td>Whole Fresh Fruit</td>
<td>Assorted Juices</td>
</tr>
<tr>
<td>Bottled Juice or Bottled Water</td>
<td>Choice of 2 bakery items:</td>
</tr>
<tr>
<td><strong>$5.50 per box</strong></td>
<td>Muffins, Doughnuts, Croissants, Danish.</td>
</tr>
<tr>
<td></td>
<td>Bagels available for 25 or fewer guests</td>
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<tr>
<td></td>
<td><strong>$6.00 per guest</strong></td>
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<table>
<thead>
<tr>
<th><strong>Continental Delight</strong></th>
<th><strong>Eastern Shore Favorite</strong></th>
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</thead>
<tbody>
<tr>
<td>Fresh Brewed Coffee and Hot Tea Service</td>
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</tr>
<tr>
<td>Assorted Juices</td>
<td>Assorted Juices</td>
</tr>
<tr>
<td>Seasonal Fresh Cut Fruit Salad</td>
<td>Seasonal Fresh Cut Fruit Salad</td>
</tr>
<tr>
<td>Choice of 2 Bakery Items: Muffins, Doughnuts, Croissants, Danish.</td>
<td>Scrambled Eggs</td>
</tr>
<tr>
<td>Bagels available for 25 or fewer guests.</td>
<td>Choice of Bacon or Sausage Links</td>
</tr>
<tr>
<td><strong>$6.75 per guest</strong></td>
<td>Home Fried Potatoes</td>
</tr>
<tr>
<td></td>
<td>French Toast with Syrup</td>
</tr>
<tr>
<td></td>
<td>Miniature Muffins</td>
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<tr>
<td></td>
<td><strong>$10.25 per guest</strong></td>
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<thead>
<tr>
<th><strong>Healthy Choice</strong></th>
<th><strong>Arranged Sliced Fruit Platters</strong></th>
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</thead>
</table>
| Vanilla and Strawberry Yogurt | Small (12–15 guests)  
$30.00 |
| With Seasonal Berries | Medium (16–25 guests)  
$50.00 |
| Granola to Top | Large (26–32 guests)  
$70.00 |
| Whole Grain Fruit and Granola Bars | Bottled Water and Fruit Juices  
**$7.00 per guest** |
| Bottled Water and Fruit Juices |  |
**Lunch**

**Boxed Lunch**
Assorted Deli Sandwich on a Kaiser Roll  
Bag of Assorted Potato Chips  
Whole Fresh Fruit  
Pack of Fresh-Baked Cookies  
Canned Soda or Bottled Water  
$10.00 per box

**Deli Sandwich Platters**
Platters are priced per piece, not per person.  
3-inch Sub Sections $1.55 per section  
Tortilla Wrap Halves $2.33 per half  
Choose from Italian, Roast Beef, Ham & Cheese, Turkey & Cheese, Tuna Salad or Chicken Salad. Sandwiches will come with lettuce & tomato. Condiments on the side.

**Tossed Garden Salad**
Fresh Mixed Greens Tossed with Tomato, Carrot, Red Cabbage, and Cucumber. Dressing and Croutons on the Side. Fresh Fruit Salad, Dinner Rolls and Choice of Soda and Water or Lemonade and Iced Tea.  
$8.50 per guest

**Grilled or Crispy Chicken Caesar Salad**
Strips of Chicken of Your Choice Over Romaine, Parmesan Cheese, Croutons and Dressing. Fresh Fruit Salad, Dinner Rolls and Choice of Soda and Water or Lemonade and Iced Tea.  
$10.00 per guest

**The Sandwich Buffet**
Mixed Greens Salad with Dressings  
Assorted Pre-Made Sandwiches on Assorted Breads  
Condiments and Toppings on the Side  
Fresh-Fried Potato Chips  
Assorted Cookies or Brownies  
Canned Soda and Bottled Water or Iced Tea and Lemonade  
$11.25 per guest

**Finger Sandwich Luncheon**
Assorted Finger Sandwiches (Pinwheel Wraps, Turkey Club Triangles, Tuna and Ham on Mini Croissants, Chicken Salad Sliders). Choice of two: Potato Salad, Cole Slaw, Pasta Salad or Potato Chips. Assorted Cookies or Brownies  
Canned Soda and Bottled Water or Iced Tea and Lemonade  
$11.25 per guest
### The Picnic
- Hamburgers, Cheeseburgers & Hot Dogs
- Tray of Lettuce, Tomato, Onion & Pickles
- Baked Beans
- Cole Slaw
- Fresh-Fried Potato Chips
- Condiments
- Assorted Cookies or Brownies
- Canned Soda and Bottled Water
- Or Iced Tea and Lemonade

$11.25 per guest

### The Country Barbecue
- Fried Chicken
- Pulled Chicken or Pork BBQ on a Bun
- Potato Salad, Cole Slaw
- Corn on the Cobb
- Baked Beans
- Choice of Apple Pie, Peach Cobbler or Strawberry Shortcake
- Canned Soda and Bottled Water
- Or Iced Tea and Lemonade

$15.95 per guest

### Mexican Fiesta
- Make Your Own Taco Bar:
  - Soft Flour Tortillas
  - Choice of Seasoned Ground Beef or Seasoned Chicken Strips
  - Diced Tomato, Onion, Shredded Cheese, Sour Cream, Guacamole, and Lettuce
  - Nacho Chips with Salsa
- Canned Soda and Bottled Water
- Or Iced Tea and Lemonade

$11.95 per guest

### Pizza
- Whole Cheese Pizza $12.99
- Whole Pizza with Topping $14.49

Available toppings:
- Pepperoni, Sausage, Ham, Pineapple, Green Pepper, Onion, Spinach, Tomato, Olives, Sweet Peppers, Buffalo Chicken
**Break Packages**

**The 7th Inning Stretch**
Carrot, Celery, and Cucumber Slices with Dip
2 Finger Sandwiches per Guest
Bowl of Pretzels
Assorted Cookies or Brownies
Fresh Brewed Coffee and Hot Tea Service
Bottled Water, Juices, and Canned Soda

$8.00 per guest

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**Sweets & Treats**
Assorted Fresh-Baked Cookies
Brownies
Whole Fruit or Fresh Cut Fruit Salad
Fresh Brewed Coffee and Hot Tea Service
Bottled Water, Juices, and Canned Soda

(Additional variety of sweets are available for parties of 30 or more)

$6.50 per guest

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**Cheese & Crackers**
Sliced Cheese:
Sharp Cheddar, Smoked Gouda, Pepper Jack, Brie, Garlic & Herb Boursin
Arranged with Assorted Crackers and Grape Clusters

$4.00 per guest

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**Like a Rabbit**
Broccoli and Cauliflower Florets, Cucumber Rounds, Carrot and Celery Sticks, Grape Tomatoes and Bell Peppers
Served with Ranch and Bleu Cheese

$3.25 per guest

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**Cookie Platters**
Assorted Fresh-Baked Cookies:
Chocolate Chip, Oatmeal Raisin, Sugar, Peanut Butter, Double Chocolate Chip

.45 per cookie
**Hot Buffets**

Each Entrée Includes a Mixed Greens Salad with Dressings, Dinner Rolls, and a Choice Two Side Items, Choice of Beverage and Dessert

<table>
<thead>
<tr>
<th>Chicken</th>
<th>Pork</th>
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<tbody>
<tr>
<td>Boneless Skinless Chicken Breast</td>
<td>Pulled Pork BBQ served with rolls $13.50</td>
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<tr>
<td>Bone-in Chicken Quarters</td>
<td>1/3 Rack Baby Back Ribs $14.00</td>
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<tr>
<td>Half of a Chicken</td>
<td>1/2 Rack Baby Back Ribs $14.75</td>
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<tr>
<td></td>
<td>Oven Roasted Pork Loin $13.75</td>
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<tr>
<td>Available applications: BBQ, Fried, Caribbean Jerk, Lemon Herb, Sweet &amp; Sour, Grilled, Teriyaki, Marsala, Alfredo, Basil Pesto, Parmesan, with Country Gravy</td>
<td>Available applications for Pork Loin. Country Gravy, BBQ, Sweet &amp; Sour, or Teriyaki</td>
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<thead>
<tr>
<th>Beef</th>
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<tbody>
<tr>
<td>Sliced Top Round of Beef</td>
<td>Tilapia $14.00</td>
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<tr>
<td>Grilled Flank Steak</td>
<td>Rockfish $16.00</td>
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<tr>
<td>Oven Roasted Tenderloin</td>
<td>Salmon $15.00</td>
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<tr>
<td></td>
<td>Seafood Pasta (shrimp, scallops, crab)</td>
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<tr>
<td></td>
<td>Crab Cakes and Lobster Tail Market Price</td>
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<tr>
<td></td>
<td>Available applications: lemon butter, grilled, baked, crumb topped, roasted red pepper sauce, tartar &amp; cocktail sauces</td>
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<table>
<thead>
<tr>
<th>Seafood</th>
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<td>Tilapia</td>
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<thead>
<tr>
<th>Vegetarian</th>
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<tbody>
<tr>
<td>Vegetable Quiche $12.50</td>
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<tr>
<td>Vegetable Primavera Pasta $12.00</td>
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<tr>
<td>Fried Eggplant Parmesan $12.00</td>
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<tr>
<th>Sides</th>
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<tbody>
<tr>
<td>Green Beans</td>
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<tr>
<td>Fresh Steamed Vegetable Medley</td>
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<tr>
<td>Whole Baby Carrots</td>
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<tr>
<td>Mashed Potatoes</td>
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<tr>
<td>Oven Roasted Potatoes</td>
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<tr>
<td>Rice Pilaf</td>
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<tr>
<td>Buttered Noodles</td>
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<tr>
<td>Macaroni &amp; Cheese</td>
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<thead>
<tr>
<th>Desserts</th>
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<tbody>
<tr>
<td>Apple Pie</td>
<td>Canned Pepsi Products and Bottled Water</td>
</tr>
<tr>
<td>Cookies</td>
<td>or Iced Tea and Lemonade</td>
</tr>
<tr>
<td>Brownies</td>
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<tr>
<td>Peach Cobbler</td>
<td></td>
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<tr>
<td>Tiramisu</td>
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<tr>
<td>Strawberry Shortcake</td>
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<tr>
<td>Vanilla or Chocolate Cake</td>
<td></td>
</tr>
<tr>
<td>Fresh Cut Fruit</td>
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<tr>
<td>Chocolate or Lemon Meringue Pie</td>
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<thead>
<tr>
<th>Beverages</th>
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<tbody>
<tr>
<td>Canned Pepsi Products and Bottled Water</td>
<td>or Iced Tea and Lemonade</td>
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Banquet Hors D’oeuvres

**Cold Selections**
- Artichoke Hummus with Pita Points $1.50
- Olive Tapenade $1.50
- Chilled Shrimp Cocktail Market Price
- Assorted Finger Sandwiches $1.35
- Caprese Skewer $1.35
- Tomato Bruschetta on Focaccia points $0.90
- Antipasti Skewer $1.75
- Smoked Salmon on Bagel Crisp $2.00
- Prosciutto wrapped Marinated Asparagus $2.50
- Shrimp Salad Lettuce Wraps $3.00
- Edamame Pods $0.95

**Hot Selections**
- Vegetable Spring Rolls $1.15
- Italian Meatballs $0.90
- Jalapeno Poppers $0.75
- Chicken Tenders $1.10
- Chicken Wings $1.10
- Jerk Chicken Satay $1.10
- Miniature Pretzel Dogs $0.75
- Mozzarella Sticks $1.20
- Spanakopita $1.20
- Assorted Finger Panini’s $1.45
- Bite Sized Red Potato Skins $1.10
- Baby Mushroom Caps with Italian Sausage $1.50
- Chicken Cordon Bleu Bites $1.20
- Flank Steak Satays $2.50
- Boursin Beef Crostini $2.50
- Raspberry & Brie Phyllo Bites $1.35
- Spinach Dip Minimum 20 guests $1.50
- Crab Dip Minimum 20 guests Market Price
- Coconut Jumbo Shrimp Market Price
- Scallops Wrapped in Bacon Market Price
- Warm Brie Wheel with Apples and Crackers Serves 20 guests $40.00
### Individually Priced Items for Your Shoestring Budget

#### Beverages
- Seattle’s Best Coffee per air pot (yields 10 servings) $9.00
- Hot Tea Service with assorted tea bags $9.00
- Hot Cocoa $10.00
- Bottled Water $1.00
- Canned Pepsi Products $1.00
- 2% Milk (½ pint) $1.00
- 100% Juice Assortment $1.75
- Gallon Iced Tea $9.95
- Gallon Lemonade $9.95
- Sparkling Punch Gallon $12.50

#### Quick Snack Items
- Granola Bar $0.69
- Nutri-Grain Bar $0.99
- Small Assorted Danish $0.95
- Small Assorted Muffin $1.75
- Doughnut Assortment $0.95
- 6 oz. Yoplait Yogurt $1.49
- Fruit Salad, 4 oz. serving $1.20
- Soft King Pretzel $1.77
- Cheese Sauce per oz. $0.25
- Small Bags of Potato Chips or Pretzels $0.60
- Corn Tortilla Chips with Salsa $1.50
- Individually Wrapped Hot Dogs $1.89
**Vouchers**

Your guests may prefer to choose their own meal or snack break. Select a monetary value for your guests to use in the Wor–Wic Café located in the Hazel Center. Indicate the number of vouches needed, date, and monetary value on a Campus Cart Catering Request. Vouchers are perfect for small meetings, student groups, and tours.

**Planning a Catered Event**

We welcome outside local businesses. Please contact Hope Ellis at hellis@worwic.edu to confirm room availability.

**Gather Your Event Information**

Do you have a menu in mind that is not included in this guide? Let’s discuss the possibilities. Contact Sodexo Catering at catering@worwic.edu or 410-334-2960.

**Reserve a Room**

Use the Room/Event Submission Form on the myWor–Wic portal. Questions? Contact Hope Ellis at hellis@worwic.edu.

**Complete a Catering Request Form**

Enter a Catering Request in Campus Cart. Questions? Contact Angel West at awest@worwic.edu.

**Complete a Room Set-up Work Order to Facilities**

Access MySchoolBuilding from the myWor–Wic portal. Submit a work order for table and chair arrangements (classroom, oval, etc), buffet tables, podiums, etc.
Please do not assume the room will automatically be set a certain way; it may not have been reset from a previous event.

**Billing Procedures**
For college departments. By submitting a Catering Request in Campus Cart, a monthly invoice is prepared, presented to accounts payable and the account you designated on the request will be charged.
For outside guests. Sodexo will invoice the event organizer directly.

**Cancellations**
A final count of attendees shall be confirmed at least 3 business days prior to the event. Cancellations are also needed 3 business days prior to the event. If Sodexo is notified less than 3 business days of a cancellation, any expenses incurred become the event organizer’s responsibility.

**Labor Fees**
All catered events are set buffet style for the guests to serve themselves. If it is desired to have the catering served, or an attendant provided to assist in serving, a fee will be applied at a rate of $17.00 for each hour a server is requested. If the event is held outside of the normal café operating hours, then a service fee will be applied at a rate of $17.00 per hour as needed for set-up, preparation, and clean-up.

**Delivery Fee**
A delivery fee of $20.00 will be applied for catering requests for fewer than 15 guests.

**Linen**
Linen tablecloths can be added to any event for $10.00 for parties of 30 or fewer, or $20.00 for parties of 31–60. Linen for parties of more than 61 guests may be quoted as needed. We provide white tablecloths with black accent linen. Special color requests may be quoted on an individual basis. Please allow two weeks’
notice for special color requests. Table skirting is available in white and will be charged per table as needed.

**China**
Add white china place settings to your catering for an additional charge of $3.00 per guest. We can also provide upscale china look-a-like place settings for an additional charge of $2.00 per guest.

**Alcoholic Beverage Service**
If alcoholic beverage service is approved by the college, the client is responsible for obtaining a One-Day Liquor License from the Wicomico County Liquor Control Board to serve alcohol. The client shall provide all alcoholic beverages and Sodexo will provide all necessary mixers, ice, napkins, glassware, etc. All alcoholic beverages must be served by Sodexo staff and consumed in designated areas. A full bar set-up is $3.50 per guest. Bartender fees are charged a rate of $17.00 per hour with a mandatory inclusion of 1 hour prior and 1 hour after the event. Proof of age is required. We reserve the right to refuse service of alcohol to any person.