



### **Points of Interest**

- Prices listed on menus are per person. (Excluding Party Platter Menu)
- All Catering includes quality disposable plates, utensils, and napkins.
- Price excludes tax, delivery, and service charge. See details below.
- Menu prices are subject to change according to product availability and market price.

### **Deposit and Payments**

- To reserve a desired date, 50% catering deposit is required.
- A signed contract and event order is required with deposit.
- Remaining balance is due 10 days prior to event date.
- Exception to these conditions may be supplying a purchase order, setting up direct billing, or having a credit card authorization on file. Any other arrangements must be made if approved by Pellegrino's Management

### **Cancellation**

- Cancellations prior to 90 days from the event date, the customer is eligible for the deposit refund. Cancellations 31 to 90 days prior to the event date, the customer is liable for 50% of the estimated revenue. Cancellations 30 days or less to the event date, the customer is liable for 100% of the estimated revenue.
- At the discretion of Pellegrino's, the customer may be allowed to re-schedule the event with no penalty.

### **Menu Selection**

- Final menu selections and guarantee guest count is due 10 days prior to your event. (If you need assistance with the selection of your menu, we would be happy to help you do so.)
- Reductions in guest count cannot be accepted after this guarantee date.
- Increase in guest count will be accepted until 72 hours prior to your event.

## **Catering Style Options**

- **Unattended Delivery** (Delivery Only) – A Pellegrino’s staff person will deliver your order in disposable containers.
- **Catering Drop Off** (Delivery & Pick Up) – A Pellegrino’s staff person will deliver order in real equipment and warming trays, and return two hours later to pick up equipment
- **Attended Cater** (Delivery & Staff Charge) – Pellegrino’s staff delivers all real equipment and warming trays and stays on site to attend to food service, and tend to guests.
- **Pellegrino’s Banquet** (Staff Charge & Room Fee) – Pellegrino’s offers several banquet facilities to accommodate groups of 20-160. See rental rates for room sizes and fees.

## **Delivery and Catering Drop Off Fees**

- 5% Delivery Fee is applied to all catering deliveries.
  - \$40 minimum - Up to 10 miles from our kitchen
  - Over 10 miles away from our Kitchen, an additional \$2.40 per mile/vehicle will be applied.
  - \$40 2 hour Pick Up Fee – applied if staff needs to return for equipment. \$20 per hour if additional time is needed before pick up.
- \$250 minimum purchase on delivery orders.
- \$25 Disposable Warming Kit.

## **Service Fees**

- 20% service charge is added to all staffed events. (number of staff attending your event is dependent on size of group)
- \$25 per person per hour for additional attending staff member.

## **Water Service**

- Ice Water Station - \$25 Per Water Station
- Water Service on Tables - \$0.75 per person.
- Bottled Water \$1.89 Per Person

## **Off Site China and Linen Rental**

- Pellegrino’s can coordinate the procurement of rental needs, such as china and linen. 20% fee is added on to rental invoice, the client is responsible for lost or broken items. Please refer to our Rental Company catalog for selections.

## **On Premise China and Linen Rental**

- Upgrade to China for \$1.50 per person for Event Center Banquets.
- Linen and china rentals are included with catering packages in our facilities.

### **Additional Services**

- Tastings – \$15 per person for 3 sides and 2 mains, \$4 per additional item. Tasting fee applied to event after booking.
- Cake Cutting and Passing - \$1.25 per person.
- Champagne Toast or Cider \$4.50 per person. Upgrade to Prosecco \$6.50
- Bartender - \$30 per hour, 4 hour minimum.
- Traveling Bar - \$150 bar set up fee + Bartender. Includes beer, wine, spirits, mixers, garnishes, ice, and plastic cups. Drinks charged individually can be paid by host, or charged to guests.
- Dishwasher - \$25 per hour, 4 hour minimum.
- Corkage Fee: \$10 per bottle of wine.
- On Site Chef Fee \$200

### **Standards of Service**

- Dinner: Each party is allocated two hour of service.
- Lunch or Brunch: Each party is allocated one hour and thirty minutes of service.
- Appetizer Receptions: Each party is allocated one hour and thirty minutes of service.
- Each additional course as allocated an additional 30 minutes.
- Additional hours may be prearranged for \$25 each hour per staff person (billed in one hour increments)