

# **East Valley Institute of Technology**

**Culinary Arts Department**



## **Catering and Banquet Information Packet**

(480) 461-4139

1601 W. Main Street, Mesa, AZ, 85201

[culinary@evit.com](mailto:culinary@evit.com)

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## *General Information*

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### **Availability**

Breakfast and lunch served Wednesday thru Friday

Dinner is served Wednesday through Saturday \*

*\*Friday and Saturday evenings available with a \$6,500 Food & Beverage minimum*

### **Decorating and set up guidelines**

- All doors with a Lighted Exit sign may not be blocked
- All exterior doors may not be propped open at any time (even during set up and break down)
- No glitter, spray snow, or decor that may not be picked up with a standard vacuum. Any item in question should be pre-approved
- No hanging of items on walls unless pre-approved by site representative. All items must be hung by our district maintenance. Arrangements for this should be made 7 days in advance.
- Our storage spaces are off limits to all non-district personnel
- Windows in lobby and dining room are not to be covered in any manner.
- We do not supply any extension cords or any electrical support except for our standard microphone and AV supplies
- We reserve the right to disallow any decor that may affect our normal building wear and tear, safety, or appropriateness to a school environment.

### **Proof of liability insurance**

A.R.S. 15-1105(c) requires the applicant to show proof of liability insurance coverage in the amount of \$ 1,000,000 and \$ 100,000 property damage with the East Valley Institute of Technology School District 401 named as additional insured on the policy.

### **Gratuities and additional charges**

- There will be an additional 15% gratuity which is given to our student scholarship fund.
- There may be an additional charge for extra ordinary set up, clean up, or use of other rooms besides our banquet hall
- There is no tax charged.

## **Final Guaranteed Counts and Payment**

Counts are due to the EVIT Culinary Arts Department seven calendar days prior to your event date by 3 PM. At this time any vegetarian or dietary restrictions must also be expressed. Any changes made after that time are subject to a \$5 per person additional surcharge. Payment is required within 30 days of event date completion. The final invoice will reflect the larger of the final count called in, or what was actually served.

Payment is accepted in form of cash or check. Payments can be mailed to:

## **Food Allergies:**

The scope of our kitchen includes a full bake shop. Additionally, students in various classes work on a variety of foods. As a result, our food may contain or have come in contact with peanuts, tree nuts, soy, eggs, wheat, fish, shellfish or dairy products.

## **A note to perspective clients:**

While planning your event please keep in mind we are a public school culinary program. Our goal is to provide a living lab for our students to experience work in our industry. Although we have great capacity and ability, we are still using students to cook, serve, set up, and execute all aspects of our functions. We will always try to plan events to ensure the best success based on our students' learning and ability. There may be times when menu items, serving times, etc..., will be modified to accommodate the best interest of student learning. Your understanding, support, and flexibility is very much appreciated.

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## *Breakfast*

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### CONTINENTAL BUFFET

Minimum 25 guests

**Includes:**

1 juice and coffee bar

**Add:**

\$6. ~ 1 Option

\$9. ~ 2 Options

\$11 ~ 3 Options

**Continental Breakfast Options**

Assorted Baked Goods

Yogurt Parfait (Flavored Yogurt • Fruit, Nuts & Berries • Granola)

Assorted Dry Cereal (Skim, whole, or 2% milk)

Hot Cereal Steel Cut Oats (Dried Fruit • Brown Sugar & Honey • Milk)

Sliced Seasonal Fruit Tray (Pineapple • Cantaloupe • Honeydew • Assorted Berries)

Add \$2/person Biscuits & Gravy (Buttermilk Biscuits • Country Sausage & Black Pepper Gravy)

Add \$ 3/person Breakfast Sandwich or Burrito

**HOT BREAKFAST**

Minimum 25 guests  
\$ 10. Plated/ \$ 12 Buffet

**For Plated Breakfast 1 entrée choice for 25+ guests**

**Buffet Includes:**

Juice and coffee bar  
Assorted Baked Goods  
Sliced Seasonal Fruit Tray (Pineapple • Cantaloupe • Honeydew • Assorted Berries)

**Breakfast Options (choose one)**

**Classic**

Scrambled Eggs • Applewood Smoked Bacon, Sausage or Ham • Potatoes O'Brien

**Burrito**

Scrambled Eggs • Roasted Peppers • Monterey Jack Cheese • Salsa Fresca

**Croissant Sandwich**

Scrambled Eggs • Smoked Ham • Havarti Cheese

**Breakfast Biscuit**

Buttermilk Biscuit • Country Sausage or Canadian bacon • Eggs • Cheddar Cheese

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## Lunch

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Wednesday through Friday Lunch:  
Minimum 25 guests  
Chef's Choice Menu \$13.50 per person  
Guest's Choice Menu - \$14.50 per person

**For 25-150 guests:**  
1 soup OR salad choice  
2 entrée choices  
*(Does not include special diets)*  
1 Dessert Choice

**For 150+ guests:**  
1 soup OR salad choice  
1 entrée choice  
*(Does not include special diets)*  
1 Dessert Choice

Includes Soup **or** Salad, Entrée, Dessert, Rolls, and Beverages

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## Dinner

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\$5000 Minimum  
200 guests Minimum

Chef's Choice Menu \$22 per person  
Guest's Choice Menu \$25 per person

**For 200+ guests:**  
1 soup OR salad choice  
1 entrée choice  
*(Does not include special diets)*  
1 Dessert Choice

Includes Soup **or** Salad, Entrée, Dessert, Rolls, and Beverages

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## *Menu Options*

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### **SOUP**

#### **Roasted Corn Chowder**

Potatoes • Applewood Smoked Bacon • Corn

#### **Cream of Mushroom**

Forest Mushrooms • Thyme

#### **Tomato Bisque**

Parmesan • Basil Garnish

#### **Seasonal Cold Soup**

### **SALADS**

#### **Mixed Greens**

Spring Mix • Tomato • Carrot • English Cucumber  
Choose House Ranch or House Vinaigrette

#### **Heart of Romaine**

Asaigo Crostini • Shaved Parmesan  
Roasted Garlic Caesar Style

#### **Caprese**

Tomato • Fresh Mozzarella • Micro Basil  
Balsamic Drizzle

#### **Wedge**

Bibb lettuce • Crumbled Blue Cheese • Heirloom Cherry Tomato • Focaccia Crouton  
Choose House Ranch or House Vinaigrette

## ENTRÉES

Served with accompanying Chef's choice starch and seasonal vegetable

### **Roasted Chicken Breast**

Herb Pan Jus

### **Sonoran Chicken**

Southwest Marinade • Roasted Corn Pico de Gallo • Cotija Cheese

### **Chicken Parmesan**

Marinara, Fresh Mozzarella, Asiago Cream

### **Pork Tenderloin**

Hunter Style (demi, mushroom, tomato)

### **Bone-in Braised Pork Chops**

Pan Gravy • Caramelized Onion

### **Bacon Wrapped Turkey Medallions**

Chimichurri • Citrus Compound butter

### **Pan Seared Mahi Mahi**

Tropical Fruit Relish • Toasted Macadamia Nuts

### **Grilled Salmon**

Citrus Buerre Blanc

### **Ziti Bolognese**

Ricotta • Parmesan

### **Alternative Diet Item**

Gluten Free • Dairy Free • Vegan



## DESSERTS

### **Chocolate Mousse Cake**

Almond brittle, orange cardamom mousse

### **Tropical Fruit Tart**

Coconut pastry cream, tropical fruit, mango sauce, crème Anglaise

### **New York Cheesecake**

Graham cracker crust, caramel sauce and strawberry coulis

### **Carrot Cake**

Citrus cream cheese icing, caramel sauce

### **Chocolate Peanut Butter Mousse Bombe**

*(Groups of 100 or less)*

Peanut butter cheesecake, chocolate mousse, raspberry sauce, chocolate sauce

### **Seasonal Pie**

Flavors may include apple, pumpkin, chocolate pecan, strawberry rhubarb, etc

### **Dessert Trio**

Chef's Choice

*Note: Chef may alter presentation and garnish depending on the size of the event.*

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## *Dance Reception Buffet Stations*

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\$ 22 per person – 200 person min.  
6pm to 10pm

Assorted Cheese & Fruit  
Tortilla Chips, Salsa, Guacamole  
Green Salad  
Macaroni'n Cheese Bar  
Assorted Pizza  
Carving Station (Ham or Turkey)  
Mini Dessert Bar  
Lemonade, Ice Tea, Ice Water & Coffee

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## *Catering*

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Pick-Up Only

**Fruit Tray \$35**

Sliced Seasonal Fruit • Serves 20

**Crudité \$30**

Assorted Vegetables • Herb Dip • Serves 20

**Cheese Tray \$12 per pound**

serves 8

**Silver Dollar Sandwiches or wraps \$1.50 each**

Turkey • Ham • Roast Beef • Minimum 25

**Antipasti Tray \$55**

Salami • Cheese • Grilled Vegetables • Marinated Olives • Serves 25

**Cookies \$ 7/dozen**

Chocolate Chip • Double Chocolate Chip • Oatmeal Raisin • Snickerdoodle • Peanut Butter

**Brownies \$ 7/dozen**

2 x 2 Squares • Oatmeal Raisin • Snickerdoodle • Peanut Butter

**Bottled Water & Soda \$1.25 each**

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*Boxed Lunch – Pick up Only*

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**Deluxe Box - \$ 10**

Sandwich, Side, Fruit, Dessert & Drink

Pick one from each category

**ENTRÉE**

**Turkey Club Wrap**

Pesto Aioli • Applewood Smoked Bacon

**Grilled Chicken Caprese**

Fresh Mozzarella • Focaccia

**Roast Beef**

Muenster • Fried Onion • Creamy Horseradish • Baguette

**Black Forest Ham**

Onion Brioche • Gruyere • Dijonnaise

**SIDES**

Baked Potato Salad

Tri Color Tortellini Salad

Kettle Chips

**FRUIT**

Fruit Salad

Whole Fruit

**DESSERT**

Brownie

Cookie

**BEVERAGES**

Bottled Water & Soda

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## *Liability for User/Licensee's Property*

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A.R.S. 15-1105(c) requires the applicant to show proof of liability insurance coverage in the amount of \$ 1,000,000 and \$ 100,000 property damage with the East Valley Institute of Technology School District 401 named as additional insured on the policy.

The User/Licensee agrees to indemnify and save harmless the District from any claims or loss by reason of User/Licensee's use or misuse of leased premises and from any claim or loss reason of any accident or damage to any person or property occurring on said premises.

The District shall not be liable for any loss, damage, or injury to properties of any kind that are shipped or otherwise delivered to or stored in or on premises. Properties shall not be delivered until User/Licensee has made proper arrangements for receiving, handling and storage of such material.

Day and Date of Function \_\_\_\_\_ Name Function is listed under \_\_\_\_\_

\_\_\_\_\_  
Signature of User/Licensee & Date

\_\_\_\_\_  
Signature of Evit Representative & Date