

# Welcome

Welcome to West Sound Catering!

Naval Base Kitsap Catering and Event Planning Program is pleased to offer complete catering menus and services for any event or occasion. Our wide variety of facilities will surely offer the perfect place to hold your special event. Our staff is ready and excited to help you with every step!

We are a full-service catering operation and we are here to assist you with all your catering needs. We have a commitment to service and quality and can provide almost everything you need to make your event memorable. No matter how large or small, we will do our utmost to ensure your special occasion is successful. We pride ourselves in quality catering at affordable prices.

This catering guide has been prepared to assist you in planning your special event and provides helpful suggestions. Space limitations prevent us from describing everything we can do. However, we will do our best to assist you in customizing your event to ensure you are pleased with the results.

Our goal is to provide you and your guests with excellent food and gracious service in a pleasant environment. If there is something you would like, but do not see it in this guide, please do not hesitate to ask us. We can create a menu to suit any event.

The opportunity to arrange for catered events and carry-out service is open to all active duty and their family members, retired military and their family members, reservists, DoD employees, community support groups, contractors, and other approved agencies

Regular office hours are Monday – Friday, 8:00 am – 4:30 pm. A catered event entails special planning and professional oversight. If you need to schedule an appointment in the evening or over the weekend, please feel free to give us a call and we will be happy to accommodate you.

We look forward to serving the best to the best. Thanks you for choosing West Sound Catering for your event.

**NAVAL BASE KITSAP**  
**PHONE: 360.535.5928 FAX: 360.535.5970**

# Catering Locations and Capacities

## Catering Locations, Capacities and Room Layouts

We have Conference Centers to serve your needs at both Naval Base Kitsap Bangor and Naval Base Kitsap Bremerton. We can also cater at most any command, building, Fleet & Family Readiness facility and Navy Housing. Thinking about a picnic for 25 to 4,000 or more? Let us set up a picnic basket or BBQ for you. How about a gathering at the ball field, Camp McKean or Trident Lakes? Just give us a call!

### Naval Base Kitsap Bangor

Bangor Plaza Catering and Conference Center

2720 Ohio St • Silverdale, WA 98315 • Phone: 360-535-5928 • Fax: 360-535-5970

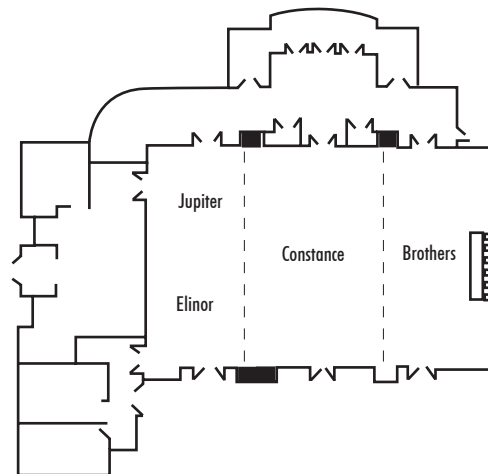
Sit-down Service .....	600
Stand-up Reception.....	1000
Plaza Ballroom (9,000 square feet) .....	450
USS Ohio Room.....	200
USS Alaska Room.....	30
USS Jackson Room.....	30
USS Nevada Room.....	30
USS Florida Room .....	30
USS Georgia Room .....	30
USS Michigan Room.....	30

### Naval Base Kitsap Bremerton

Olympic Lodge Catering and Conference Center .....	280
Sit-down Service .....	250
Stand-up Reception.....	350
Mt. Constance Room .....	100
The Brothers Room .....	100
Mt. Elinor Room .....	40
Mt. Jupiter Room.....	40

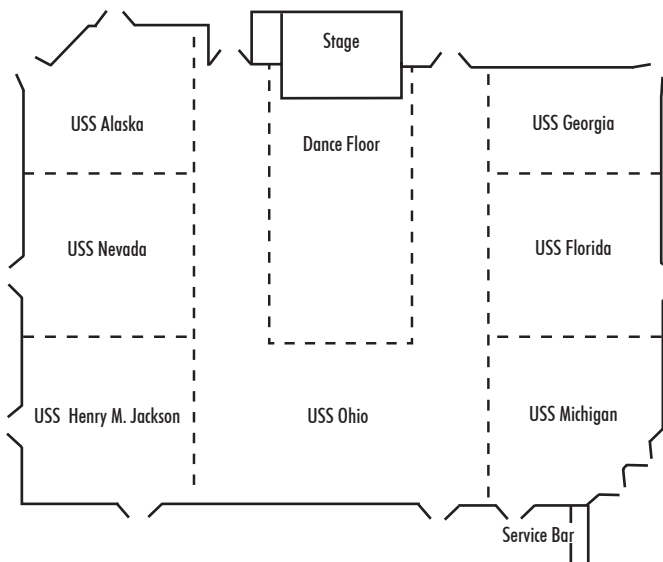
**Naval Base Kitsap Bremerton**

**Olympic Lodge**



**Naval Base Kitsap Bangor**

**Bangor Plaza**



# Conferences • Break Packages • Breakfast

**Conference/Symposium Package..... \$250.00/Up to 50 attendees**

Conference fee includes room usage from 7:00 am - 5:00 pm, room set to specific needs, linen, podium, microphone, overhead and screen, one flip chart, VCR and TV monitor, water service and complimentary coffee and hot tea.

**Additional per person fee ..... \$3.00 each**

**Break-out areas available..... \$75.00 per section**

**Additional room usage fee..... \$50.00 per hour**

When exceeding room time limits.

**All Day Symposium Package .....\$8.00**

Morning: Orange juice, coffee, tea and breakfast pastries.

Mid Morning: Refresh coffee.

Mid Afternoon: Refresh coffee and assorted sodas, choice of cookies or brownies.

**Half-Day Symposium Package .....\$6.00**

Morning: Orange juice, coffee, tea and breakfast pastries.

Mid Morning: Refresh coffee.

**West Coast Continental.....\$5.00**

Chilled fruit juices, an array of breakfast pastries, freshly brewed coffee, decaffeinated coffee and a selection of teas.

**Cascade Eye Opener .....\$6.50**

Chilled fruit juices, an array of breakfast pastries, fresh seasonal fruit, brewed coffee, decaffeinated coffee and a selection of teas.

**Northwest Buffet.....\$10.00**

Chilled fruit juices, an array of breakfast pastries, seasonal fruits, scrambled eggs, honey baked ham, breakfast sausage or bacon, french toast with maple syrup, breakfast potatoes, biscuits and country gravy, freshly brewed coffee, decaffeinated coffee and a selection of teas.

NOTE: There will be an 18% Service Charge added to all selections.

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**Seventh Inning Stretch .....\$6.50**

All-beef hot dogs, buns, chili, diced onions, cheddar cheese, potato chips, peanuts and assorted soft drinks.

**Afternoon Delight .....\$4.00**

An assortment of oven-fresh cookies and assorted soft drinks

**Crunch & Munch .....\$5.75**

Crisp tortilla chips, chunky salsa, nacho cheese sauce, jalapeño slices, sour cream, black olives and assorted soft drinks.

**Additional breakfast buffet items (per person):**

Sliced Fresh Fruit Tray.....	\$1.25
Breakfast Pastries.....	\$1.25
Buttermilk Pancakes with Maple Syrup.....	\$2.00
Cinnamon French Toast.....	\$2.00
Assorted Cereals and Milk.....	\$1.25
Bagels and Cream Cheese.....	\$1.50
Choice of one: Bacon, Ham or Sausage.....	\$2.25
Cheese Blintzes with Fruit Topping.....	\$2.00

**A La Carte Break Items**

Coffee, Decaffeinated Coffee or Tea, serves 25.....	\$35.00
Iced Tea, Lemonade or Fruit Punch, serves 25.....	\$35.00
Strawberry Lemonade, serves 50.....	\$60.00
Assorted Sodas.....	\$1.50 each
Bottled Water.....	\$1.50 each
House Wine.....	\$18.00 per bottle
House Champagne.....	\$18.00 per bottle
Sparkling Cider.....	\$12.00 per bottle
Oven-Fresh Cookies.....	\$15.00 per dozen
Double-Dark Chocolate Brownies.....	\$17.00 per dozen
Pretzels, Potato Chips or Tortilla Chips, serves 25.....	\$25.00
Choose one, served with salsa or ranch dressing.	
Party or Trail Mix.....	\$12.00 per pound
Mixed Nuts.....	\$13.00 per pound
Variety Whole Fruit.....	\$10.00 per dozen

## Sweet Sensations

**Seasonal Fresh Fruit Tray (Serves 50) ..... \$100.00**

**Chocolate Dipped Strawberries (100 Pieces) ..... Market Price**

Seasonal strawberries dipped in white and/or dark chocolate .

**Assorted Dessert Tray (100 Pieces)..... \$150.00**

Brownies, magic bars and miniature tarts.

**Gourmet Dessert Platter (100 Pieces) ..... \$150.00**

Mini cheesecakes, mini éclairs, mini cream puffs, assorted chocolate brownies.

**Assorted Pies (Per Person) ..... \$2.75**

Chocolate peanut butter, lemon meringue, boysenberry.

**Served A La Mode (Per Person) ..... \$3.00**

**Gourmet Cakes By The Slice ..... Priced Per Selection**

**Cake Selections (Per Person)**

Tiramisu ..... \$4.50

NY Cheesecake ..... \$3.50

Add Fruit Topping ..... \$.75

Gourmet Turtle Cheesecake ..... \$4.00

Chocolate Or Strawberry Mousse..... \$2.50

Carrot Cake..... \$3.25

Chocolate Sheet Cake ..... \$2.75

Lemon Sheet Cake..... \$2.75

**Belgium Chocolate Fountain (50 Person Minimum) ..... \$6.00 Per Person**

Belgian chocolate served with miniature eclairs, fresh strawberries, lady fingers, pretzels, miniature cream puffs, gaufrettes and marshmallows.

**Sherbet (Per Person)..... \$1.75**

Raspberry, orange or rainbow.

**Ice Cream (Per Person)..... \$1.75**

NOTE: There will be an 18% Service Charge added to all selections.

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## Luncheon Entrées

The luncheon entrées include a choice of mixed field greens or Caesar salad, rolls and butter, fresh vegetable, choice of a side dish, freshly brewed coffee, decaffeinated coffee and iced tea.

**Main entrées: Please choose two items.**

**Sicilian Chicken Pasta.....\$8.50**

Pieces of chicken breast, mushrooms with spicy marinara sauce.

**Chicken Dijonnaise.....\$8.50**

Chicken breast topped with a creamy blend of artichoke hearts, mushrooms, dijon cream sauce.

**Chicken Marsala .....\$8.50**

Chicken breast topped with marsala wine, mushrooms, garlic demi-glaze.

**Roast Sirloin.....\$8.50**

Thinly sliced and served with a rich mushroom bordeaux.

**Petit Top Sirloin.....\$11.50**

A 6 oz. broiled top sirloin steak served with sautéed mushrooms.

**Sirloin Tips.....\$9.50**

Braised with mushrooms and caramelized onions, sherry wine sauce.

**Chopped Steak.....\$8.50**

Mushroom demi-glaze.

**Pasta Primavera.....\$8.00**

Tri-colored cheese tortellini with a medley of vegetables and alfredo sauce.

**Teriyaki Salmon.....\$11.50**

Fillet of salmon marinated in teriyaki sauce, then baked and topped with a pineapple salsa.

**Cod Au Gratin.....\$8.50**

Baked fillet topped with fresh herb cheddar and monterey jack cheese crust and white wine garlic butter sauce.

**Shrimp Pasta Primavera .....\$9.50**

Prawns with a medley of vegetables and alfredo sauce.

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## Luncheon Buffets

50 person minimum. Luncheon buffets include freshly brewed coffee, decaffeinated coffee and iced tea. Served until 1:00 pm.

### **Manhattan Deli ..... \$10.50**

Platters of sliced smoked turkey, ham, roast beef, pastrami, Swiss and cheddar cheeses, chilled lettuce, sliced tomato, red onion, kosher dill pickles, mixed field greens with dressings, potato salad, pasta salad, mayonnaise, dijon and whole grain mustards, horseradish, fresh deli breads and rolls.

### **Italian ..... \$10.50**

Caesar salad, rotini pasta salad, marinated vegetable salad, seasonal fruit presentation, garlic sautéed vegetables, garlic bread, chicken marsala, herbed penne pasta, bolognese and alfredo sauces.

### **Tex-Mex ..... \$10.50**

Fiesta green salad with jalapeño ranch dressing, fruit salad, spicy ground beef, flour tortillas, corn tortilla chips, shredded lettuce and cheddar cheese, diced tomato and onion, black olives, sour cream salsa, mexican rice and refried beans.

### **Asian Express ..... \$10.50**

Mixed field greens with dressings, oriental cucumber salad, broccoli and peanut salad, sweet and sour chicken, fried rice, stir-fry ginger vegetables and fortune cookies.

### **Grand Luncheon Buffet ..... \$11.50**

Mixed field greens with dressings, italian pasta salad, marinated vegetable salad, seasonal fresh fruits, fresh vegetables, rolls and butter.

#### **Choose Two Entrée Selections:**

Chicken Cacciatore, Herb Roasted Chicken, Sweet and Sour Chicken, Chicken Astoria, Baked Dill Snapper, Swedish Meatballs, Beef Stroganoff, Sliced Sirloin Bordeaux, Beef Broccoli Stir-Fry, Honey Baked Ham, Thyme Roasted Pork Loin, Chop Suey, Turkey Tetrazzini, Prima Rosa Cod, Vegetable Penne, Alfredo Primavera

#### **Choose One Side Dish Selection:**

Herb Roasted Red Potatoes, Scalloped Potatoes, Garlic and Chive Mashed Potatoes, Toasted Orzo Medley, Jasmine Rice, Rice Pilaf, Herbed Penne Pasta

NOTE: There will be an 18% Service Charge added to all selections.

## Sandwiches

Please limit your selection to two items.

**Ham & Swiss, Turkey & Cheddar or Roast Beef & Cheddar .....\$8.50**

Served on a ciabatta roll with potato salad and pickle spear.

**Italian Grinder .....\$8.50**

Pepperoni and Italian sausage, mushrooms, red sauce, mozzarella cheese on a French roll. Served with a side salad and fruit garnish.

**Cascade Club Sandwich .....\$8.50**

A combination of turkey, ham, pastrami, Swiss cheese, lettuce and tomato on a French roll with a side salad and fruit garnish.

**Grilled Chicken Sandwich.....\$8.50**

Served on a brioche bun with a coating of fresh basil pesto and mozzarella cheese. Finished with crisp lettuce and tomato slices. Served with a side salad and fruit garnish.

**Philly Steak & Cheese .....\$8.50**

Garlic toasted hoagie roll piled high with shaved beef, sautéed red and green bell peppers and finished with provolone cheese. Served with a side salad and fruit garnish.

**Chicken Salad Croissant.....\$8.50**

Served with side salad and fruit garnish.

## Salads

Please limit your selection to two items.

**Smoked Salmon & Pasta Salad .....\$9.50**

Tender penne pasta lightly tossed with grilled vegetables, smoked salmon, artichoke hearts and lemon dill vinaigrette.

**Asian Chicken Salad.....\$8.50**

Crisp medley of field greens, julienne vegetables, mandarin oranges, water chestnuts and chow noodles topped with soy-ginger chicken and wasabi dressing.

**Chicken Caesar Salad.....\$8.50**

**Add Bay Shrimp .....\$9.75**

**Classic Caesar .....\$7.50**

Crisp romaine lettuce tossed with our classic Caesar dressing, homemade croutons and parmesan cheese.

NOTE: There will be an 18% Service Charge added to all selections.

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## Box Lunches - To Go

Requires a 24-hour notice. For delivery – minimum order of 20 lunches.

- Smoked Turkey & Bacon Club Wrap .....\$8.50**  
Chips, jumbo cookie and bottled water.
- Grilled Chicken Caesar Salad.....\$8.50**  
Roll, butter, jumbo cookie and bottled water.
- Smoked Turkey Cobb Salad.....\$8.50**  
Roll, butter, jumbo cookie and bottled water.
- Roast Beef & Cheddar on a Hoagie Roll.....\$8.50**  
Chips, jumbo cookie and bottled water.
- Cascade Club Sandwich .....\$8.50**  
Chips, jumbo cookie and bottled water.

NOTE: There will be an 18% Service Charge added to all selections.

# Dining In • Dining Out

## Package A ..... \$45.00 Per Person

### **First Course**

French Onion Soup en Croute  
Glass of Chardonnay

### **Second Course**

Shrimp Cocktail served on a Bed of Chiffon Ale Celery

### **Third Course**

Fresh Caesar Salad or Mixed Greens Garden Salad

### **Fourth Course**

Roast Prime Rib of Beef  
Potato with Sour Cream and Chives  
Garden Fresh Vegetables  
Warm Rolls and Butter  
Glass of Merlot

### **Fifth Course**

Chocolate Mousse or Cheese Cake  
Glass of Port  
Chocolate Mint

## Package B ..... \$40.00 Per Person

### **First Course**

French Onion Soup en Croute  
Glass of Chardonnay

### **Second Course**

Bay Shrimp Cocktail

### **Third Course**

Mixed Greens with Dressing  
Warm Rolls and Butter

### **Fourth Course**

Beef Rolletine and Salmon Portabella Combo Plate

Fillet mignon of beef, stuffed with prosiutto, Provolone and romano cheese served with marsala wine mushroom demi-glaze and fillet of wild salmon with spinach, portabella slice and topped with mozzarella cheese served with fresh basil, dill and chive butter sauce

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Broiled Tomato  
Fresh Vegetable and Raddatore Pasta Sauté  
Glass of Merlot

**Fifth Course**

Hazelnut Chocolate Mousse with Frangelico Sauce  
Glass of Port Wine

**Package C ..... \$20.00 Per Person**

**First Course**

French Onion Soup en Croute  
Glass of Sparkling Cider

**Second Course**

Bay Shrimp Cocktail

**Third Course**

Mixed Field Greens with Dressing  
Warm Rolls and Butter

**Fourth Course**

Chopped Steak, wrapped in Bacon with Maderia Sauce and Mushroom Cap  
Market Fresh Vegetables  
Herb Roasted Red Potatoes  
Glass of Sparkling Grape Juice

**Fifth Course**

Chocolate Mousse and Cookie Garnish  
Glass of Sparkling Grape Juice

**The Following Items Are Provided At No Additional Charge For All Packages:**

“Parading of the Beef”  
Blue and Gold Napkins  
Smoking Lamp  
Starter Pistol  
Gavel  
Nonalcoholic beverages may be substituted in lieu of wine.

**Grog ..... \$3.50 Per Person**

**Non alcoholic Grog..... \$1.50 Per Person**

NOTE: There will be an 18% Service Charge added to all selections.

## Carving Stations

Professionally carved by our staff. Served with mini rolls and complimentary accompaniments.

<b>Roast Baron Of Beef</b> .....	<b>\$375.00</b>
Serves 150.	
<b>Herb Rubbed Roast Prime Rib</b> .....	<b>\$ 195.00</b>
Serves 30.	
<b>Western Top Round</b> .....	<b>\$ 175.00</b>
Serves 75.	
<b>New York Strip Loin</b> .....	<b>\$225.00</b>
Serves 60.	
<b>Leg Of Lamb</b> .....	<b>\$ 125.00</b>
Serves 30.	
<b>Smoked Breast Of Turkey</b> .....	<b>\$ 125.00</b>
Serves 50.	
<b>Sugar-Cured Ham</b> .....	<b>\$ 150.00</b>
Serves 50.	

## Hot Selections

Serves 25

<b>Potstickers with Ginger-soy Dipping Sauce</b> .....	<b>\$50.00</b>
<b>Chicken Strips with Honey Mustard Sauce</b> .....	<b>\$70.00</b>
<b>Petite Meatballs (Teriyaki, Swedish or Barbecue)</b> .....	<b>\$75.00</b>
<b>Chicken Drumettes (Barbecue or spicy sauces)</b> .....	<b>\$50.00</b>
<b>Mini Quiche</b> .....	<b>\$65.00</b>
<b>Lumpia with Sweet &amp; Sour Sauce</b> .....	<b>\$65.00</b>
<b>Spanakopita Triangles</b> .....	<b>\$65.00</b>
<b>Chicken Teriyaki Sate</b> .....	<b>\$70.00</b>
<b>Vegetarian Springroll</b> .....	<b>\$50.00</b>
<b>Beef Brochette with Spicy Thai Peanut Sauce</b> .....	<b>\$75.00</b>
<b>Breaded Prawns with Cocktail Sauce</b> .....	<b>\$75.00</b>

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## Cold Selections

Serves 25

<b>Assorted Garden Vegetables with Herb Dip .....</b>	<b>\$50.00</b>
<b>Seasonal Fruits &amp; Berries with Raspberry Yogurt Dip .....</b>	<b>\$50.00</b>
<b>Domestic Cheese Board .....</b>	<b>\$50.00</b>
Sliced cheddar, Swiss and provolone cheeses served with gourmet crackers.	
<b>International Cheese Board .....</b>	<b>\$75.00</b>
Brie, gouda, munster, cheddar, provolone and Swiss cheeses served with gourmet crackers.	
<b>Antipasto Platter .....</b>	<b>\$70.00</b>
Assorted Italian delicacies including calamata olives, black olives, herb marinated mushrooms and artichoke hearts, grilled zucchini and eggplant, pepperocinnis, roasted peppers and cherry tomatoes.	
<b>Assorted Sandwich Platter.....</b>	<b>\$55.00</b>
Assorted petite potato roll sandwiches and large submarine sandwich.	
<b>Deli Tray .....</b>	<b>\$95.00</b>
Sliced turkey, ham, roast beef, cheddar and Swiss cheeses with cocktail breads and mini rolls, chilled lettuce, tomato and red onion.	
<b>Poached Salmon .....</b>	<b>\$125.00</b>
Served with cream cheese, sweet and sour onions, dilled cucumbers and French bread croutons.	
<b>Baked Brie En Croute .....</b>	<b>\$75.00</b>
Served with brown sugar and toasted almonds and sliced baguettes.	
<b>7 Layer Bean Dip.....</b>	<b>\$40.00</b>
Guacamole, sour cream, refried beans, black olives, cheddar cheese, lettuce, tomatoes and salsa served with tri-colored tortilla chips.	
<b>Smoked Salmon Mousse .....</b>	<b>\$50.00</b>
Served with assorted gourmet crackers.	
<b>Assorted Canapes .....</b>	<b>\$65.00</b>
<b>Black Forest Ham with Asparagus .....</b>	<b>\$60.00</b>
<b>Deviled Eggs with Pimento &amp; Black Olive.....</b>	<b>\$55.00</b>
<b>Jumbo Prawns on Ice .....</b>	<b>\$183.00</b>
<b>Brushetti with Mozzarella Pesto .....</b>	<b>\$60.00</b>

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<b>Prossutto Ham &amp; Melon</b> .....	<b>\$60.00</b>
<b>Shrimp &amp; Avocado Mousse in a Tortilla Pinwheel</b> .....	<b>\$55.00</b>
<b>Salami Coronet with Stuffed Olive</b> .....	<b>\$60.00</b>
<b>Cocktail Prawns on Ice, 31-40 lb.</b> .....	<b>\$50.00</b>
<b>Crab Stuffed Mushroom Caps</b> .....	<b>\$75.00</b>

## *Hors D'oeuvres Packages*

**50 person minimum. Beverages not included.**

### **Premier Package**..... **\$21.50**

Carved Prime Rib au jus, piquant, mini roll, poached salmon with cream cheese, capers, lemon wheels, onions and multi-grain toast points.

Shrimp topped deviled eggs, vegetarian springrolls, crabmeat, stuffed mushroom caps, potstickers with ginger-soy dipping sauce and petite Swedish meatballs.

Smoked salmon rosettes on rye crisps, assorted garden vegetables with herb dip, continental cheese board, seasonal fruits and berries with raspberry yogurt dip.

### **Package "A"**..... **\$17.50**

Carved roast beef au jus, piquant, mini rolls and shrimp topped deviled eggs.

Crabmeat stuffed mushroom caps and petite teriyaki meatballs .

Szechwan noodle salad, mahogany drumettes, assorted garden vegetables with herb dip, continental cheese board and seasonal fruits and berries with raspberry yogurt dip .

### **Package "B"**..... **\$15.50**

Delicatessen sliced meats and cheeses with cocktail breads and mini rolls.

Mini quiche, barbecue meatballs, mahogany drumettes and potato salad.

Pasta salad, shrimp topped deviled eggs and seasonal fruits and berries with raspberry yogurt dip.

### **Package "C"**..... **\$13.50**

Delicatessen sliced meats and cheeses with cocktail breads and mini rolls.

Swedish meatballs, mahogany drumettes, pasta salad, assorted garden vegetables with herb dip and seasonal fruits and berries with raspberry yogurt dip.

NOTE: There will be an 18% Service Charge added to all selections.

## Dinner Entrées

The dinner entrées include a choice of mixed field greens or Caesar salad and rolls, fresh vegetable, choice of side dish, freshly brewed coffee, decaffeinated coffee and iced tea. Additional side dishes are \$1.00 per person.

### Main Entrées: Please choose two items.

- Roast Prime Rib of Beef** ..... \$19.00  
Herb rubbed and slow roasted served au jus and piquant.
- Top Sirloin California**..... \$15.00  
Top sirloin, marinated and grilled with a delicious combination of soy sauce, beer, garlic and basil.
- New York Strip Loin**..... \$18.00  
Aged New York strip loin slow-roasted and drizzled with a cognac peppercorn sauce.
- Filet Mignon & Prawns** ..... \$24.00  
Broiled filet mignon with cabernet sauce and four lemon-pepper prawns.
- Pork Loin**..... \$15.00  
Caramelized onions, mushrooms, artichoke hearts, demi-glaze.
- Pecan Crusted Halibut** .....Market Price  
Fillet of halibut with fresh herb crust, tomato chive butter sauce.
- Chicken Astoria** ..... \$15.00  
Chicken breast topped with a creamy blend of artichoke hearts, black olives and sherry wine.
- Chicken Saltimboca**..... \$15.00  
Chicken breast topped with Italian proscuitto ham, provolone cheese and sage cream.
- Chicken Cordon Bleu**..... \$15.00  
The classic chicken breast stuffed with ham and Swiss cheese and laced with a dijon sauce.
- Chicken Dijonnaise**..... \$15.00  
Chicken breast topped with a creamy blend of artichoke hearts, mushrooms, dijon cream sauce.
- Halibut Neptune**..... \$19.00  
Dungeness crab, bay shrimp, hollandaise sauce.
- Fillet Of Salmon**..... \$18.00  
Portabella mushrooms, spinach, mozzarella cheese, garlic herb butter.
- Teriyaki Salmon**..... \$17.00  
Marinated in teriyaki sauce and served with a pineapple citrus salsa.

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**Pasta Prima Vera ..... \$14.00**  
Tri-colored cheese tortellini with a medley of vegetables and alfredo sauce.

**Side Dishes: Please choose one item.**  
Herb Roasted Red Potatoes, Scalloped Potatoes, Garlic and Chive Mashed Potatoes,  
Toasted Orzo Medley, Jasmine Rice, Rice Pilaf.

## *Dinner Buffets*

50 person minimum. All buffets remain open 30 minutes after last guest is served.

### **The Grand Buffet**

Includes mixed field greens with dressings, marinated mushroom and artichoke salad, Italian pasta salad, fresh fruit tray, choice of side dish, market fresh vegetables, rolls and butter, chef's dessert selection, freshly brewed coffee, decaffeinated coffee and iced tea. Additional side dishes available for \$1.00 per person.

**Carved Prime Rib and One Entrée Selection ..... \$21.00**

**Carved Prime Rib with Teriyaki Salmon ..... \$23.00**

**Carved Prime Rib with Herb Crusted Halibut ..... \$23.00**

**Carved Baron Of Beef and One Entrée Selection ..... \$18.00**

**Two Entrée Selections ..... \$17.00**

### **Entrée Selections**

Chicken Cacciatore, Herb-Roasted Chicken, Sweet and Sour Chicken, Chicken Astoria, Baked Dill Snapper, Swedish Meatballs, Beef Stroganoff, Sliced Sirloin Bordeaux, Beef Broccoli Stir-Fry, Penne Alfredo Primavera, Honey Baked Ham, Thyme Roasted Pork Loin, Turkey Tetrazinni, Prima Rosa Cod, Vegetable Chop Suey.

### **Side Dishes (Please Choose One)**

Herb-Roasted Red Potatoes, Scalloped Potatoes, Garlic and Chive Mashed Potatoes, Toasted Orzo Medley, Jasmine Rice, Rice Pilaf, Herbed Penne Pasta.

**Italian Riviera ..... \$17.00**

Caesar salad, Italian pasta salad, marinated vegetable salad, seasonal fruit presentation, garlic sautéed vegetables, garlic bread, chicken marsala, baked lasagna, penne pasta primavera with alfredo sauce, chef's dessert selection, freshly brewed coffee, decaffeinated coffee and iced tea.

**Smokin' Western Barbecue ..... \$14.00**

Mixed field greens with dressings, coleslaw, potato salad, cajun chicken, hickory barbecued pork ribs, buttery corn on the cob, molasses baked beans, corn bread, fruit cobbler, freshly brewed coffee, decaffeinated coffee and iced tea.

NOTE: There will be an 18% Service Charge added to all selections.

**Asian Express.....\$15.00**

Tossed field greens with wasabi and sesame seed dressings, spicy broccoli and peanut salad, szechwan noodle salad, seasonal fruit tray, chicken with red and green bell peppers in black bean sauce, beef and broccoli with oyster sauce, shrimp fried rice, vegetable chop suey, assorted cakes and fortune cookies, freshly brewed coffee, decaffeinated coffee and iced tea.

*Specialty Buffets*

All buffets remain open 30 minutes after last guest is served.

**International Buffet (Minimum 100 Guests) .....\$24.00**

Includes each of the following stations as well as coffee service with freshly brewed coffee, decaffeinated coffee and iced tea.

**Asian Wok Station**

Stir-fry beef, szechwan noodle salad, jasmine rice.

**Viva La Fiesta Station**

Marinated cilantro chicken, flour & corn tortillas, appropriate condiments and refried beans.

**Pasta Station (Prepared In Room)**

Tortellini and penne pastas, marinara, pesto and alfredo sauces, garlic bread and garlic sautéed vegetables.

**Caesar Salad Station (Tossed In Room)**

Crisp romaine lettuce, garlic croutons, fresh Parmesan cheese and Caesar dressing.

**Belgian Chocolate Fountain.....\$6.00 per person**

Belgian Chocolate served with miniature eclairs, fresh strawberries, lady fingers, pretzels, miniature cream puffs, gaufrettes, and marshmallows.

**Island Luau Buffet (Minimum 100 Guests).....\$26.00**

The buffet includes each of the following as well as coffee service with freshly brewed coffee, decaffeinated coffee and iced tea.

Kahlua Roasted Pork, Sweet and Sour Hilo Chicken, Polynesian Mahi Mahi, Stir-Fry Vegetables, Teriyaki Fried Rice, Exotic Fruit Assortment, Marinated Vegetable Salad, Szechwan Noodle Salad, Rolls and Butter, Pineapple Upside-Down Cake

NOTE: There will be an 18% Service Charge added to all selections.

# Policies

## **ELIGIBILITY**

Active duty and retired military personnel and their family members, reservists, DoD employees, DoD contractors, Chamber of Commerce, Community support groups and other agencies approved by higher authority.

## **PARTY RESERVATIONS**

Initial information for a function may be obtained by phone, FAX, e-mail or in person. Parties are confirmed when a minimum deposit is received and the host comes to the facility to sign the Event Agreement. Please make an appointment no later than 14 days prior to the function to complete necessary arrangements. Prices, services and programs are not negotiable.

## **RESERVATION GUARANTEE**

To ensure a successful event, the party host must provide a minimum guarantee of the number of guests at least three business days prior to the function. Food is prepared in accordance with the guarantee. If the guests should exceed the guaranteed number, we may have to substitute menu items for the increased number. Final billing will be based on the actual number of guests attending or the guaranteed number, whichever is greater.

## **TERMS OF PAYMENT**

All Catering agreements will be paid by cash, check or credit card three working days prior to the event. If prior arrangements are made, per DOD 7000.14-R, payment should be made within two business days of an event. Failure to make payment in a timely manner will result in a late fee of \$28.00. This fee will be accessed if payment is not received within ten days of an event. All collection of delinquent accounts will be handled by the Regional Business Office and will conform to procedures in DOD 7000.14R.

## **CANCELLATION POLICY**

Functions may be cancelled without penalty if cancelled with 30 days advance notice (except weddings and weekend events). Functions not cancelled within 30 days of the planned date will be assessed a charge in accordance with the current room charge, based on four hours of usage, or forfeit of the deposit. Weddings and weekend events cancelled less than 90 days prior to the planned event will be charged 50% of estimated food and beverage charges, or forfeit of the set-up fee, whichever is greater. Cancelled functions may transfer deposits to another function date at time of cancellation to avoid loss of deposit.

## **ROOM ASSIGNMENT**

Rooms are assigned by the event coordinator according to the number of guests. Events that are drastically reduced or increased in attendance, may be relocated to another room or, in some cases, another catering facility. An entire facility cannot be closed for a private event unless specifically approved by higher authority.

## **ROOM AND SET-UP FEES**

There is a usage fee/room charge when the facility is used for meetings, retirements, training and conferences. Please see your event coordinator for applicable fees. Fees may be waived when food and beverage sales exceed facility minimums. Minimums may vary by location.

### **LUNCH AND DINNER USAGE FEES:**

Monday-Friday: Lunch, 11 AM-1 PM, \$1.00 per person

Monday-Thursday: Dinner, 5-9 PM, \$2.00 per person

Friday, Saturday and Sunday all day: \$3.00 per person

Fees are waived when ordering \$2500.00 or more in food and beverage sales.

### **RECEPTION SET-UP FEES:**

Receptions will be accessed a \$500.00 set-up fee. Examples are weddings, anniversaries, etc. Semi-official events will be accessed a \$250.00 set-up fee. Examples are change of commands or military retirements. This fee covers linens, china, silverware, dance floor, gift table, guest book table, microphone and associated labor. Guest set-up time is allotted at two hours prior to event. Time limits exceeding two hours may be accessed an additional fee. Function event time is limited to five hours with no additional charge.

### **CONFERENCE/SYMPOSIUM PACKAGE**

Conferences will be accessed a \$250.00 fee per 50 attendees. Additional attendees will be assessed a fee of \$3.00 per person. This package includes a room for nine hours, linens, podium, one flip chart with markers, microphone, screen, TV monitor, complimentary coffee, hot tea and water service. Additional breakout rooms are available for a fee. A charge of \$50.00 per hour will be accessed for conferences that exceed nine hours.

### **LOCATIONS**

Olympic Lodge set-up fee includes use of entire facility.

Bangor Plaza set-up fee includes main ballroom (Ohio, Georgia and Florida) and choice of three side rooms. Additional rooms will be accessed at \$75.00 per room.

## **LINEN**

Event coordinators can provide color and sizes of linen selections available within our inventory. Special requests will include rental and laundry costs, plus a nominal usage fee.

# Policies

## LABOR NEEDS

Additional labor may be used for events such as hosted bars and butler-style service. Current rates are \$25.00 per hour. We will be happy to cut and serve your wedding or ceremonial cake for a fee of \$1.00 per person. Events held on federal holidays will be accessed an additional rate based on 35% of all food and beverage charges. An audio technician may be provided at certain facilities at a rate of \$50.00 per hour.

### BEVERAGE NOTES

Complete bar service is available with a host or no-host option. Bartenders are only booked for two or more hours. To ensure the safety of patrons, the staff may refuse service to any guest. The minimum age requirement for the consumption of alcoholic beverages in the state of Washington is 21. Hosts are responsible for ensuring that minors do not consume alcoholic beverages.

### BAR CHARGES

There is a labor charge of \$25.00 per hour, unless bar sales exceed \$125.00 per hour. Custom bar setups will be accessed a \$100.00 setup fee.

### VIDEO TELEPHONE CONFERENCING (VTC)

State-of-the-art, VTC system with technician is \$85.00 per hour with a minimum of two hours. 48-hour advance notice required.

### SERVICE CHARGES

AN 18% SERVICE CHARGE WILL BE ADDED TO THE COST OF ALL FOOD AND BEVERAGE ITEMS.

## PROHIBITIONS ON FOOD AND BEVERAGES

Navy and health directives (BUPERS 1710.11C) prohibit bringing any food or beverages into any facility. Ceremonial cakes are exempt from this rule. The Navy has exceptional health standards and wants to guarantee you the best food, beverage and event services available. Please Note: No food shall be removed from any Food and Beverage Facility.

## GUEST LIST

A guest list must be provided for any guests that are not authorized patrons. Please submit your guest list to your event coordinator at least 15 days prior to your event to ensure admittance of all your approved guests.

## OFF-PREMISE SERVICE CHARGES

There is an additional charge for all off-premise catered functions. Off-premise service charges will be assessed depending on individual event locations and requirements. Please ask your event coordinator for specific prices.

## DECORATIONS

Decorations will be the responsibility of the host. No items will be affixed to walls or ceilings using tape, nails or staples. Thumbtacks are permitted. All decorations must be removed at the conclusion of the event. There will be a cleaning charge of \$50 for any decorations left behind. No rice, confetti or other materials are permitted to be thrown on the premises. Decoration time prior to function will not exceed two hours without additional charge and is based on facility availability.

## ENTERTAINMENT

Arrangements for entertainment may be handled by the host or through the facility. Your event coordinator can assist in finding the perfect entertainment to compliment your event.

## LIABILITY AND DAMAGES

We reserve the right to inspect and control all events. We are not liable for any damage to, or loss of merchandise, equipment or articles left in any facility prior to, during or following the event. Host(s) will be held responsible for any injury, losses or damage to the building and/or host(s), hosts' guests. Damages will be billed to the host at market replacement cost plus labor.

**I have read and understand the above information and agree to accept the terms set forth.**

\_\_\_\_\_  
Guest Name/Affiliation

\_\_\_\_\_  
Guest Signature/Date

\_\_\_\_\_  
Date of Function (Day, Month, Year)

\_\_\_\_\_  
Deposit Paid

\_\_\_\_\_  
Catering Representative

WS Revised January 2007 KLS