

CATERING AND BANQUET SERVICES



CULINARY ARTISTRY



CREATIVE SOLUTIONS



EXCEEDING CUSTOMER
EXPECTATIONS



IMPECCABLE SERVICE



CREATING MEMORABLE
EXPERIENCES
Innovation Studio





BEVERAGES

All beverages are accompanied with appropriate condiments and served with disposable ware; china may be upgraded for an additional \$2 per person. Individual items require a minimum purchase of 25.

FRESH BREWED REGULAR AND DECAF COFFEE

\$24 per gallon

GOURMET COFFEE ENHANCEMENT

Includes raspberry, vanilla, & caramel syrup flavorings, whipped cream, shaved chocolate, and specialty sugars

\$2.50 per guest

COFFEE KIT

Self-serve coffee machine,

\$20 per day

Coffee packets

\$5.25 each

ICED TEA OR HOT TEA

\$18 per gallon

FRUIT PUNCH OR LEMONADE

\$18 per gallon

FRUIT JUICE

orange, apple, or cranberry

\$19 per gallon

\$3.25 per bottle

BOTTLED WATER

\$2.50 per bottle

MILK

2% or whole

\$1.50 per 1/2 pint

ASSORTED SOFT DRINKS

\$2.50 each

5 GALLON WATER COOLER

First 5 gallon water jug included

\$25 per day

\$25 per additional refill

MORNING SNACKS

All items are served with disposable ware; china may be upgraded for an additional \$2 per person. Individual items require a minimum purchase of 25.

FRESH BAKED BREAKFAST PASTRIES

\$25 per dozen

ASSORTED BAGELS & CREAM CHEESE

\$19 per dozen

ASSORTED MINI MUFFINS

\$20 per dozen

GRANOLA, FRUIT, & YOGURT PARFAITS

\$5 each

FRESH CUT SEASONAL FRUIT

\$4 per guest

INDIVIDUAL ASSORTED FRUIT YOGURT

\$2.50 each

ASSORTED INDIVIDUAL CEREALS WITH MILK

\$4 each

OATMEAL WITH BROWN SUGAR, BUTTER & HONEY

\$2.50 each

WHOLE FRESH FRUIT

\$2.25 each

GRANOLA BARS

\$3 each

AFTERNOON SNACKS

All items are served with disposable ware; china may be upgraded for an additional \$2 per person. Individual items require a minimum purchase of 25.

POPCORN
\$7 per pound

SALSA
\$8 per pint

MIXED NUTS
\$18 per pound

WARM ARTICHOKE AND SPINACH DIP
\$16 per pint

TORTILLA CHIPS
\$9 per pound

HOUSE PORK SKINS
\$9 per pound

PRETZELS
\$7 per pound

**JUMBO SOFT PRETZELS W/ SPICY
MUSTARD**
\$3.50 each

GARLIC PITA CHIPS
\$8 per pound

KING SIZE CANDY BARS
\$3.50 each

HOUSE POTATO CHIPS
\$7 per pound

GOURMET BROWNIES
\$25 per dozen

SOUR CREAM & ONION DIP
\$8 per pint

FRESH BAKED COOKIES
\$15 per dozen

QUESO BLANCO
\$12 per pint

NOVELTY ICE CREAM BARS
\$3.50 each



BREAKFAST BUFFETS

All breakfast buffets include orange juice, freshly brewed coffee and assorted teas (additional juice selections are available upon request). Buffets require a minimum guarantee of 25 and are served with disposable ware; china may be upgraded for an additional \$2 per person.

RISE & SHINE

Seasonal fresh fruit & berries, assorted freshly baked breakfast pastries & mini muffins

\$12 per guest

HEALTHY START

Assorted breakfast pastries, seasonal fruit, yogurt, and granola

\$13 per guest

MORNING GLORY

Assorted breakfast pastries, seasonal fruit, yogurt, granola, and assorted cereals

\$14 per guest

FRENCH TOAST BREAKFAST

Cinnamon French toast, warm maple syrup, scrambled eggs, breakfast potatoes, and choice of apple wood smoked bacon or maple sausage links

\$15 per guest

CLASSIC BREAKFAST

Scrambled eggs, breakfast potatoes, choice of apple wood smoked bacon or maple sausage links, assorted breads, and mini muffins

\$15 per guest

LOADED SCRAMBLED EGG BAR

Top your own scrambled eggs with sauteed onions, peppers, mushrooms, diced ham, shredded cheddar cheese, salsa, choice of apple wood smoked bacon or maple sausage links, breakfast potatoes, and assorted breakfast breads

\$16 per guest

COUNTRY BREAKFAST

Buttermilk biscuits & sausage gravy, scrambled eggs, breakfast potatoes, choice of apple wood smoked bacon or maple sausage links, assorted pastries, breakfast breads, and mini muffins

\$17 per guest

PLATED BREAKFAST

All plated breakfasts include freshly brewed coffee, assorted teas and preset chilled orange juice. Plated breakfasts require a minimum guarantee of 25.

GOURMET BREAKFAST QUICHE

Stuffed with prosciutto & leeks or broccoli & cheese,
fresh fruit, granola and yogurt parfait
\$10 per guest

CHEF'S CLASSIC SCRAMBLED EGGS

Scrambled eggs, breakfast potatoes, apple wood
smoked bacon or maple sausage links
\$12 per guest

SCOTTISH SMOKED SALMON

Smoked salmon with bagels, dill-shallot cream cheese,
capers, tomatoes, and red onions
\$13 per guest

CLASSIC EGGS BENEDICT

Two poached eggs on toasted English muffin with
Canadian bacon and hollandaise sauce, oven roasted
Yukon gold potatoes
\$14 per guest

PLATED BREAKFAST ADD-ONS

BASKET OF ASSORTED MINI MUFFINS WITH BUTTER AND PRESERVES

\$3 per guest

INDIVIDUAL CUPS OF SEASONAL FRESH CUT FRUIT

\$4 per guest

FRESH FRUIT YOGURT PARFAIT

\$5 per guest



lunch

BOX LUNCHES

All box lunches are complete with specialty chips, whole fruit, house-baked cookie and bottled water.

ROASTED TURKEY

Roast turkey, leaf lettuce, vine ripe tomatoes, Bermuda onion, and sun-dried cranberry mayonnaise
\$12.50 each

TURKEY CLUB WRAP-UP

Roasted turkey, smoked bacon, vine ripe tomatoes, Swiss cheese, and dijonaise mustard wrapped in a soft tortilla shell
\$12.50 each

CHEF'S HAM & SWISS CHEESE

Smoked ham with Swiss cheese, leaf lettuce, ripe tomato, and Dijon mustard
\$12.50 each

THE ITALIAN HOAGIE

Genoa salami, cappicola, smoked ham, lettuce, tomato, & onion on a hoagie roll
\$12.50 each

ROAST BEEF & CHEDDAR

Roast beef with cheddar, red onion marmalade, ripe tomatoes, and leaf lettuce
\$12.50 each

THE VEGETARIAN WRAP

Sun dried tomato lavash with gouda, sprouts, basil aioli, and fire roasted red peppers
\$12.50 each

PLATED LUNCHEON SALADS

All plated salads include an assortment of rolls with butter, a choice of dessert (page 13) and iced tea and water with hot beverage station. Plated salad entrees require a minimum guarantee of 25 and are available between the hours of 10:00AM and 2:00PM.

CHOPPED STEAK SALAD

Mixed greens with seasonal vegetables and marinated skirt steak
\$13 per guest

SMOKED CHICKEN COBB SALAD

Mixed greens with grilled chicken, grape tomatoes, sliced cucumber, crumbled bleu cheese, hard-boiled egg, chopped bacon and croutons
\$13 per guest

SESAME GINGER CHICKEN

Nappa and purple cabbage, leaf lettuce, red onion, bell peppers, edamame, grilled chicken and sesame ginger vinaigrette
\$12 per guest

TRIO OF SALADS

Pasta salad, cous cous, and chicken salad with grilled bread on top
\$12 per guest

PLATED LUNCHEON ENTRÉES

All plated entrees include an assortment of rolls with butter, a choice of salad and dessert (page 13) iced tea and water with hot beverage station. Plated entrees require a minimum guarantee of 25 and are available between the hours of 10:00AM and 2:00PM.

HANGER STEAK

Hanger steak with potato wedges, garlic wilted spinach & mushrooms
\$22 per guest

PAN-SEARED SALMON

Pan-seared salmon, horseradish mashed potatoes, arugula & beets
\$18 per guest

HERB ROASTED PORK LOIN

Slow roasted pork loin, fresh herb & whole grain mustard rub, apple cider demi-glace, garlic smashed potato & fresh vegetable
\$18 per guest

BRAISED SHORT RIBS

Braised short ribs, dauphinoise potatoes, and collard greens
\$19 per guest

GRILLED CHICKEN BREAST

Grilled chicken, roasted potatoes, pearl onion, & pea hash with herb jus
\$16.50 per guest

LEMON CAPER CHICKEN

Marinated and grilled chicken breast, lemon caper sauce, wild rice, honey glazed carrots
\$16 per guest

CHICKEN SALTIMBOCCA

Sauteed chicken breast, prosciutto, leeks, sage, white wine sauce, haricot verts, bed of linguini
\$16 per guest

ROASTED VEGETABLE LASAGNA

Seasonal roasted vegetables baked with pasta sheets, Italian cheeses, & house prepared sauce
\$16 per guest



THEMED MEETING BREAKS

MONOTONY BREAKER

Assorted granola and Nutri Grain bars, Clif bars, whole fresh fruit, Life Water, assorted fruit juices, bottled water

\$15 per guest

THE CHOCOLATE OVERLOAD

Chocolate chip cookies, fudge brownies, chocolate covered pretzels, M&M's, assorted miniature chocolate bars, bottled water, assorted soda

\$15 per guest

CHARCUTERIES

Assorted imported cheeses, cured meats, fruit mostarda, Marcona almonds, honey, crostinis, gourmet coffees, and assorted hot & cold teas

\$14 per guest

THE NATURE HIKE

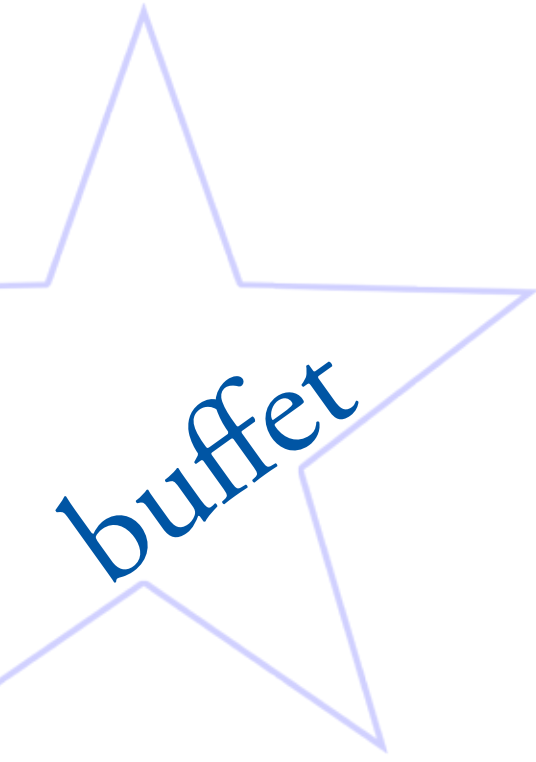
Yogurt parfaits with granola and fresh berries, trail mix, herbed iced teas, freshly squeezed lemonade and bottled water

\$12 per guest

FIESTA SALSA BAR

Tri-colored tortilla chips, salsa verde, habanero & pineapple salsa, salsa rojo, lime & cilantro infused sour cream, Mexican limeade punch and bottled water

\$11 per guest



buffet

BUFFETS

All buffets include freshly brewed coffee and assorted teas. Buffets require a minimum guarantee of 25 and are served with disposable ware; china may be upgraded for an additional \$2 per person.

NEW YORK STRIP & PANKO HALIBUT

Spinach salad, dry rub New York strip steak, panko-crusted halibut, four cheese macaroni, sauteed spinach, roasted tomatoes and assorted seasonal fruit tarts
\$38 per guest

PAN-SEARED SALMON & ROAST CHICKEN

Baby wedge salad bar, pan-seared salmon, horseradish mashed potatoes, ratatouille, cheesecake with seasonal berries
\$28 per guest

ROAST CHICKEN & HANGER STEAK

Baby greens with crumbled bleu cheese, pine nuts, grilled seasonal vegetables and white balsamic vinaigrette, lemon-thyme roasted chicken, pan-seared hanger steak, fingerling potatoes, haricot verts, broccoli rabe, assorted whole cakes and pies
\$24 per guest

TASTE OF ITALY

Caesar salad, roasted vegetable lasagna, sauteed chicken saltimbocca, roasted potato wedges, steamed green beans, garlic toast and tiramisu
\$19 per guest

SOUTHWESTERN

Grilled chicken breast, ancho cream sauce, oven roasted seasonal vegetables, garlic mashed potatoes and assorted whole fruit pies
\$18 per guest

ITALIAN CHICKEN

Sauteed chicken breast, tomato vodka sauce, oven roasted primavera vegetables, parsley & garlic linguini and Italian strawberry shortcake
\$17 per guest

SOUTH OF THE BORDER

Soft flour tortillas, seasoned ground beef, chicken carnita, Spanish rice, refried beans, tri-colored tortilla chips, lettuce, tomato, sour cream, salsa and cinnamon churros
\$17 per guest

MINI SLIDER TRIO

Angus burgers, pulled chicken, BBQ pulled pork, pickles, baked beans, coleslaw, potato chips, assorted cookies and brownies
\$15 per guest

DELI BUFFET

Selection of deli meats and cheeses, leaf lettuce, tomato, pickles, mayonnaise & mustard, fresh baked breads and house made parmesan chips
\$14 per guest



dinner

PLATED DINNERS

All plated entrees include an assortment of rolls with butter, a choice of salad and dessert (page 13), and iced tea and water with hot beverage station. Plated entrees require a minimum guarantee of 25.

CHICKEN SALTIMBOCCA

Sauteed chicken breast, prosciutto, leeks, sage, white wine sauce, haricot verts and a bed of linguini
\$22 per guest

FRENCHED CHICKEN BREAST

Frenched chicken breast, chive potato puree, Brussel sprouts with apple smoked bacon and thyme jus
\$25 per guest

CHICKEN CHERMOULA

Herb-crusted chicken, almond raisin cous cous, duet of string beans and harrista broth
\$24 per guest

OVEN ROASTED CHICKEN

Oven roasted chicken, Yukon mashed potatoes, haricot verts, shiitake mushrooms and natural sage jus
\$22 per guest

GRILLED FLAT IRON STEAK

Grilled flat iron steak, fingerling potatoes and orange scented gold beets
\$20 per guest

SEARED ANGUS TENDERLOIN

Seared 6oz. angus tenderloin, potatoes gratin, duet of baby carrots and cabernet reduction
\$26 per guest

HERB ROASTED PORK LOIN

Slow roasted pork loin, fresh herb & whole grain mustard rub, apple cider demi-glace, roasted red potatoes, green bean casino
\$20 per guest

BRAISED SHORT RIBS

Braised short ribs, buttermilk mashed potatoes, Brussel sprouts with apple bacon and aged vinegar reduction
\$22 per guest

PAN-SEARED SALMON

Salmon filet, horseradish, mashed potatoes, wilted spinach and roasted tomatoes
\$24 per guest

TWIN CRUSTED WALLEYE

Idaho and sweet potato crusted walleye, tarragon and portabella beurre blanc, whipped Idaho potatoes and julienne primavera vegetables
\$29 per guest

SEARED STRIPED BASS

Risotto, ratatouille and basil tapenade
\$35 per guest

SALADS

HOUSE SALAD

Mixed greens, grape tomatoes, sliced English cucumbers, seasoned croutons, shaved onions and shredded cheese

CAESAR SALAD

Fresh chopped Romaine, seasoned croutons and shaved parmesan

SPINACH SALAD

Baby spinach, chopped bacon, shaved red onion, toasted pine nuts and feta cheese

FIELD SALAD

Spring mix, dried cherries, shaved red onion, feta cheese, chopped pecans, grape tomato and seasoned croutons

GOURMET SALADS

SEASONAL FIELD GREENS

Prosciutto deParma, roasted peppers, olives and sherry vinaigrette
additional \$3 per guest

SPINACH SALAD

Oranges, shaved parmesan, candied pecans and shallot vinaigrette
additional \$3 per guest

TRADITIONAL WALDORF SALAD

Apples, walnuts, celery and grapes
additional \$3 per guest

DRESSINGS

RANCH

BLEU CHEESE

ITALIAN

FRENCH

POPPY SEED

RASPBERRY VINAIGRETTE

HONEY MUSTARD

DESSERTS

KENTUCKY BOURBON PECAN PIE

GOURMET CHEESECAKES WITH ASSORTED TOPPINGS

ASSORTED SLICED CAKES

DECADENT CHOCOLATE CAKE

GRILLED POUNDCAKE WITH FRESH BERRIES

GOURMET DESSERTS

BERRY COBBLER WITH STREUSEL AND WHIPPED CREAM

additional \$4 per guest

DARK CHOCOLATE TORTE

additional \$4 per guest

APPLE TORTE WITH CARMEL AND CRÈME ANGLAISE

additional \$4 per guest



HORS D'OEUVRES

All hors d'oeuvres are served in increments of 100 pieces. Cold hors d'oeuvres may be presented either at a station or waiter passed. If passed, a service charge of \$20 per hour, with a three hour minimum, per waiter, applies.

JUMBO SHRIMP COCKTAIL

\$300 (100 pieces)

ASSORTED GOURMET PETITE SANDWICHES

\$200 (100 pieces)

PETITE BEEF WELLINGTON

\$250 (100 pieces)

TERIYAKI CHICKEN SATAYS

\$250 (100 pieces)

CHILLED BEEF TENDERLOIN WITH HORSERADISH CREAM

\$200 (100 pieces)

BUFFALO STYLE CHICKEN WINGS

\$175 (100 pieces)

CRAB CAKES

\$250 (100 pieces)

SLIDERS WITH CARAMELIZED ONIONS, GHERKIN & HOUSE MADE SLIDER SAUCE

\$175 (100 pieces)

SMOKED CHICKEN QUESADILLAS

\$175 (100 pieces)

BAY SCALLOP CEVICHE SPOON

\$300 (100 pieces)

BBQ MEATBALLS: SWEDISH OR ITALIAN

\$150 (100 pieces)

FRUIT KABOBS

\$150 (100 pieces)

CRAB SALAD ON CUCUMBER ROUNDS

\$250 (100 pieces)

SAUSAGE MUSHROOM CAPS

\$175 (100 pieces)

ASSORTED VEGETARIAN TORTILLA PINWHEELS

\$150 (100 pieces)

CRISPY WONTON WITH SPICY TUNA TARTARE

\$250 (100 pieces)

TOMATO BRUSCHETTA

\$150 (100 pieces)

PORK POT STICKERS WITH GINGER HOISIN & SWEET CHILI

\$250 (100 pieces)

PLATTERS

Serves 50 people.

DOMESTIC CHEESE & FRUIT DISPLAY

\$160

FRESH CUT FRUIT DISPLAY

\$150

VEGETABLE CRUDITE WITH DILL DIPPING SAUCE

\$125

CARVERY

Artisan rolls included on all carvery stations. Each station requires a chef attendant for an additional \$20 per hour, with a three hour minimum.

SEARED BEEF TENDERLOIN

Onion thyme jus, whole grain mustard and
fresh horseradish
\$12 per guest

MAPLE GLAZED HAM

Smoked pit ham with a rich maple syrup,
brown sugar and mustard glaze
\$7.50 per guest

BARON OF BEEF

Creamy horseradish and au jus
\$7.50 per guest

PRIME RIB

Creamy horseradish and au jus
\$10 per guest

HERB & GARLIC CRUSTED PORK LOIN

Basil aioli
\$6.50 per guest

ROASTED TURKEY BREAST

Cranberry relish
\$6.50 per guest

CHEF'S TABLE STATIONS

MAC 'N CHEESE BAR

Award winning pork belly mac 'n cheese with
scallions and crispy onions
\$5 per guest

Rotisserie chicken or smoked sausage with scallions
and Tabasco crispy onions
\$5 per guest

Gluten-free options available

PASTA STATION

Penne and cheese tortellini pasta, alfredo, marinara
and pesto sauces, fresh herbs and grated cheese,
roasted vegetables and bread sticks
\$6 per guest

MASHED POTATO BAR

Idaho whipped potatoes, chopped bacon, green
onions, cheddar cheese, sour cream and natural
gravy
\$5 per guest

BUILD YOUR OWN ANGUS SLIDER STATION

Mini grilled angus beef sliders on fresh baked
brioche rolls with choice of sharp cheddar, pepper
jack and American cheeses, caramelized onions,
sriracha catsup, roasted garlic mayonnaise and
Dijon mustard.
\$7 per guest



All alcohol service requires a bartender at a rate of \$20 per hour, with a 3 hour minimum. Bartender fees are waived if sales of \$350 or more is met per bartender. Aramark recommends one bartender per 100 guests.

HOUSE WINES

Woodbridge Cabernet
Chardonnay
White Zinfandel
Moscato

*\$5.50 per glass
\$21 per bottle*

DOMESTIC KEGS

Budweiser
Bud Light
Miller Light
Coors Light

\$275 each

PREMIUM KEGS

Killian's
Sierra Nevada
Blue Moon
Woodchuck Hard Cider
Shock Top Raspberry

\$300 each

CHAMPAGNE

\$18 per bottle

ASTI SPUMANTE

\$25 per bottle

DOMESTIC BOTTLED BEER

\$5 each

PREMIUM BOTTLED BEER

\$5.50 each

SOFT DRINKS

\$2.50 each

BOTTLE WATER

\$2.50 each

MIXED DRINKS

HOUSE BRANDS

Svedka Vodka
Jim Beam Bourbon
Bacardi Rum
Canadian Club
Beefeaters Gin
J & B Scotch

\$5.50 hosted bar

CALL BRANDS

Absolute Vodka
Jack Daniels
Black Bourbon
Johnny Walker
Tanqueray Gin
Seagrams V.O.

\$6.00 hosted bar

PREMIUM BRANDS

Kahlua
Crown Royal
Grey Goose
Bombay Gin
Disaronno
Amaretto
Chivas Regal
Bailey's Irish Cream

\$6.50 hosted bar

CATERING GUIDELINES

GENERAL

The following catering policies and procedures were established to assist you in arranging your function at the Allen County War Memorial Coliseum (ACWMC). They are intended to ensure the highest level of quality in your food and beverage services and to assist you from the initial planning stages of your event through to a successful completion. Please read them carefully. Your banquet coordinator will be happy to answer any questions you may have. All proposals, quotes and arrangements for food and beverage service shall be made solely through an authorized Aramark catering representative.

FOOD AND BEVERAGE REQUIREMENTS

The Client or any of the client's guests may not bring food or beverages into the Facilities without written permission from the ACWMC. Aramark is the preferred food and beverage provider for the ACWMC. Catering Event Order(s) must be on file, with signatures, in the catering sales office 21 days prior to the event date, otherwise items and prices cannot be guaranteed and a 10% surcharge will be incurred to the subtotal. We wish to serve and display the highest quality of food for your function. Timeliness of the event is very important. Presentation and food quality will begin to deteriorate if it is not served and consumed within certain time frames. Our staff recommends 2 hours (180 minutes) as the maximum length of time that food is exposed to a buffet or hors d'oeuvre environment. Additional labor fees will be incurred if requested service time exceeds the recommended 90 minutes. Additionally, to safeguard against health and liquor liability, food and beverage items cannot be brought into or taken out of the facility. This policy protects you as well as Aramark and the ACWMC.

SAMPLING AND SERVING OF FOOD & NON-ALCOHOLIC BEVERAGES

The Allen County War Memorial Coliseum retains the exclusive right to provide, control, and retain all food and beverage services throughout the facilities for events including concessions, the sale of alcohol and non-alcoholic beverages, as well as to provide, control and retain any revenues therefore. The exclusive rights may be waived in the case of trade-exhibit show or convention that are of food and/or beverage nature and are not open to the general public. Trade rights may be waived in the case of trade-exhibit show or convention that are of a food and/or beverage nature and are not open to the general public. Trade show Exhibitors may exhibit only merchandise that they normally serve or produce in the ordinary course of their business. Food service exhibitors may distribute food samplings in the contracted areas only and must not compete with food and beverage services offered for sale by Aramark. Samples are limited to maximum 3-ounces of beverage (non-alcoholic) and a bite-size food portion, limited up to 1 ounce. In order to avoid any misunderstanding, exact descriptions of sample and portion size must be submitted to the Aramark Catering Sales office 21 days prior to the opening of the event, for written approval. Client/Show manager is responsible for regulating sample F&B guidelines to their exhibitors. Exhibitors or Show Managers are not permitted to bring food, beverages and/or alcoholic beverages for use in the hospitality or backstage areas. Any exhibitors giving away food and beverage products must have a permit, and all appropriate fees on file with the Allen County Health Department. Client and clients' exhibitors will also be fully responsible for any and all liabilities that may result from consumption of their products. Aramark and the ACWMC do not assume any liability that may result from such consumption of these food and beverage products.

BEVERAGE/ALCOHOL REQUIREMENTS

We offer a complete selection of beverages to compliment your function. Bartender fees are \$20.00 per hour, with 3 hours minimum. Fees are waived if sales of \$350 are met per bartender. An hourly security charge will be assessed if any bar service is contracted. (\$35.00 in 2015, \$36.00 in 2016.) Please note that alcoholic beverage sales and service are regulated by the state of Indiana. Aramark, as a licensee, is responsible for the administration of these regulations. Therefore, it is our responsibility to administer and abide to the following rules:

1. No alcoholic beverages may be brought into or carried out of the Allen County War Memorial Coliseum facility by any person or outside service.
2. Aramark employees must dispense all alcoholic beverages.
3. If at any time alcoholic beverages not purchased from Aramark are found in the facilities, the ACWMC has the right to confiscate such alcoholic beverages. Confiscated alcohol remains the property of ACWMC.
4. If any person other than Aramark brings in additional alcoholic beverages, then Aramark also reserves the right to discontinue all alcoholic beverage services.
5. It is illegal to serve alcoholic beverages to a minor less than 21 years of age.
6. All patrons, regardless of age, must have valid photo identifications, otherwise service may be refused.

GUARANTEES

To ensure the highest level of quality in your food and beverage services, final guarantees for your event must be received before 12:00 noon, five (5) business days prior to the function date. This count is not subject to reduction. Aramark will be prepared to serve a maximum of 5% above guarantee number for plated meals. If guarantee is above four hundred persons, Aramark shall be prepared to serve the guarantee plus twenty (20). Menus for these meals will be at the discretion of Aramark and are normally prepared as vegetarian. The aforementioned time frames are strictly enforced and it is the clients' responsibility to call guarantees in by specified times. Otherwise, the estimated attendance will be used as the guarantee and charged accordingly.

CATERING GUIDELINES

PRICING

Prices are subject to change without notice. However, we will guarantee pricing thirty (30) days before the function. All prices are subject to a 19% service charge and all applicable state sales tax.

CONTRACTS

Prior to your event you will receive a contract outlining your food and beverage service. This form must be signed and returned to our office before any food and beverage confirmations will be made. This is a legal document, which is standard in the industry and should be examined fully before signing.

CANCELLATION POLICY

Cancellation of any convention or individual event must be sent in writing to your Aramark Sales Professional. Any cancellation received less than 60 days of the first scheduled event will result in a fee to Aramark equal to 25% of the estimated food and beverage charges. Any cancellation received less than 30 days in advance of the first scheduled event will result in a fee of 50% of the estimated food and beverage charges. Any cancellation received after the Final Guarantee has been provided will result in a fee equal to 100% of the charges on the affected event order(s).

SERVICE AND LABOR CHARGES

All menu prices are subject to current applicable admin fee and sales tax. Depending on the amount of bar sales for your function, you may be charged for bartender service. While on the premises during your event, any changes with food and beverage, or the pre-arranged set up of these events, will be subject to additional charges that will be determined at the time of the requested change. A \$2.00 per person fee is charged for china and glassware service for events other than plated meals. For rounds set for fewer than ten guests (Expo)/ eight guests (Meeting Rooms) extra labor charges will be incurred. Our standard service is for preset salad/dessert. Additional labor charges could be incurred based on timing of event.

DEPOSITS & PAYMENTS

100% of all estimated charges is payable in full prior to your event date. An initial deposit of 75% is required for all events within 30 days of booking. The balance is due no less than two (2) weeks prior to the event. Please make all checks for food and beverage payable to Aramark. Payment or deposit may be made via check, American Express, Visa, Discover or MasterCard credit cards. Aramark does not extend direct billing payment unless credit association has been submitted and approved.

TAX EXEMPT

If your organization could be considered tax-exempt and meets the exempt requirements established by the state of Indiana tax laws, we will need a copy of your tax-exempt certificate prior to the event.

LIABILITY

The Allen County War Memorial Coliseum will not assume any responsibility for the damage or loss to any merchandise or articles left in the center prior to, during or following an event.

FOOD TASTINGS

The Allen County War Memorial Coliseum will gladly offer one (1) food tasting per contracted booked event subject to availability. If event is not contracted, a fee of \$50 will be charged for a maximum of four (4) people. The tasting fee will be applied as a credit to your food and beverage total if the event is contracted after tasting date.



ALLEN COUNTY WAR

MEMORIAL COLISEUM

4000 Parnell Avenue • Fort Wayne, IN 46805-1498 • 260.482.9502