

ORDERING INFORMATION

Lead Time

Notice of 2 business days is appreciated; however, we will do our best to accommodate all late orders that are received. We appreciate the importance of your function and will do whatever it takes to exceed your expectations.

Extras

If rental equipment, linens, or service staff are needed, we can take care of it for you with necessary charges. We are delighted to assist you with all of your event needs from rental equipment, linens, florals to service staff and everything in between. - Additional fees may apply

Calorie & Nutrition

The calorie and nutrition information provided is for individual servings, not for the total number of servings on each tray, because serving styles e.g. trays/bowls used vary significantly, in order to accommodate numbers of guests that can range from single digits to thousands. Due to our desire and ability to provide custom solutions, we do not offer standard serving containers. If you have any questions, please contact your catering manager directly.

Allergen

Please notify catering staff if you have any food allergies or ingredients questions. We rely on our vendors' allergy warnings and ingredient listings. Because ingredient substitutions, recipe revision as well as cross-contact with allergens are possible we cannot guarantee any food item will be completely free of allergens.

May we suggest a full-service plated meal or butler attended Reception? Our talented chefs are delighted to create special menus that accommodate your culinary preferences, dietary needs, and budget. Please contact our Catering Office at FordCatering@Aramark.com / 947-253-1278 to arrange a personal consultation. Please note Custom menu pricing starts at \$30 per person. Custom menu requests must be submitted 14 business days prior to the event.

Cancellations

Services may be canceled at any time prior to the date of an event for any reason. If the cancellation is 5 business days or less prior to the event, a 50% fee will be charged. If the cancellation occurs within 2 business days of the event, a 100% event fee will be charged.

Delivery

- A delivery charge of \$25 dollars will be added to events which take place outside of Main Campus.
- Any subsequent delivery requests will result in a \$10 fee per trip. This is contingent on staff availability.

Menu Variation

The menu offerings may vary at different locations based on factors such as staff availability, logistical constraints, and kitchen equipment differences.

Large Event Requests

Catering requests for events with an estimated attendance of 100 or more must be submitted 14 business days prior to the event. Payment information is required upon the submission of your request.

VG VEGAN

EW EAT WELL

V VEGETARIAN

PF PLANT FORWARD