CATERING MENU and Guidebook

Prices listed in this document are to be used for basic comparison and are subject to change. Please contact Dining Services for current pricing for your specific event. Prices not guaranteed until a contract is signed and is honored for only 30 days prior to the scheduled event.

Revised August 2021
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CONTACT US

Dining Services
Sue Braun
Susan.J.Braun@ndscs.edu
(701) 671-2394

Kathy Schuster
Kathy.Schuster@ndscs.edu
(701) 671-2321

Customer Service Desk
NDSCS.StudentLife@ndscs.edu
(701) 671-2405
Please allow two weeks for banquets, three days for coffee/Lunches. Final guarantees are due 1 week prior to event.

Today’s Date: ______________________________ Date of Function: ______________________________ (Day) (Date) (Year)

Organization/Group: __________________________________________________________________________________________

Person Making Arrangements: _____________________________ Phone: __________________ Fax: __________________

Billing Address: ________________________________________________________________________________________________

On Campus Account Numbers:
Department: _____________________________________________ Fund: ________________ Account: ________________

Location:
Building: ________________ Room: ________________ Guests Expected: _________ Guests Guaranteed: __________

**MENU**

<table>
<thead>
<tr>
<th>Room:</th>
<th>Room:</th>
<th>Room:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Time:</td>
<td>Time:</td>
<td>Time:</td>
</tr>
<tr>
<td>Guests:</td>
<td>Guests:</td>
<td>Guests:</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Item Desired</th>
<th>Number of items</th>
<th>Item Desired</th>
<th>Number of items</th>
<th>Item Desired</th>
<th>Number of items</th>
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</thead>
<tbody>
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</tbody>
</table>

Linen request ______ Yes ______ No

Have tables been requested from Facilities? ______ Yes ______ No

Date and Time Catering Items need to be removed by: ________________________________________________________________

Date and Time Catering Items Removed: (To be completed by Catering Staff) ______________________________________________________ Date Time Signature

The Signature below indicates the RENTER/USER agrees to the General Terms and Conditions, terms as stated in this agreement and/or sub-agreements.

Customer Signature: _____________________________ Date: ____________

Dining Services Signature: _____________________________ Date: ____________ Copies: SB KB CS
I. **Food Provider Policy:**
   A. All food items served and consumed in the North Dakota State College of Science facilities must be arranged through, supplied by and prepared by Dining Services.
   B. **Exception(s)**
      1. Wedding cake, mints by an approved Caterer/Bakery. These items must be prepared in a licensed facility.

II. **Policy Regarding To Go Food from Catered Events:**
   A. It is the policy in the Dining Services not to allow leftovers or excess food to be taken home or kept in the departments by guests/customers etc. The food items that we remove from the catering areas must be disposed of properly by our staff. As providers of food and food related items we are responsible for, and are constantly concerned with the quality and safety of the items we provide to our customers. Providing quality safe food does not happen by accident. Our concern and responsibility to protect our products also becomes heightened when we serve food items for catering functions both in and out of the Student Center where controlling the surrounding environmental conditions is difficult and the possibility of contamination is more likely to occur. If a customer becomes ill after eating foods prepared by us we are accountable to the customer and to the North Dakota Public Health Department.
   B. **Exception(s)**
      1. Items such as cookies, bars and pastries that are shelf stable (and do not require proper refrigeration and reheating to keep and make them safe for public consumption.)
      2. Any item is subject to approval and must be approved by NDSCS Dining Services Supervisors prior to removal.

III. **Menu Selection**
   A. Menu selection(s) should be submitted to the Catering Department or Director of Dining Services no later than two weeks prior to your scheduled event.

IV. **Menu Price, Service Style, Guest Count, Preparation and Billing Guarantees(s)**
   A. Prices are subject to change but will be guaranteed 30 days prior to your scheduled event.
   B. Our more common serving style is a Buffet setup.
      1. Depending on the number of guests up to two buffet tables.
      2. Salads, desserts and beverages may be placed tableside if desired and requested.
   C. Guaranteed meal counts are due into the Dining Services department no less than one week prior to the event. After the deadline, guarantee counts may not be reduced.
   D. Charges will be based on the guarantee unless the number served is greater than the guarantee, then the charges will be based on the actual number. This policy is designed to ensure that there are adequate plates for unexpected guests.

V. **Alcohol Service must be arranged through Customer Service:**
   A. NDSCS Dining Services does not provide, serve, store or handle any alcohol beverages.

VI. **All reservations are set up through the Customer Service Desk**

   **Table Cloths and Skirting Policy:**
   A. Tables that are associated with food service will be covered with a table cloth and table skirt as appropriate.
   B. All non-food service tables that are requested to be covered and skirted will be billed at a rate.

VII. **Cancellations:**
   Cancellations must be reported to Dining Services a minimum of 72 hours prior to when the event was scheduled to occur. Failure to do so will result in charges to the contract holder as outlined in the agreement.

VIII. **Remittance Information**
   **Send all remittance to:**
   Dining Services
   NDSCS
   800 Sixth Street North
   Wahpeton, ND 58076-0002
   Phone: (701) 671-2321
   Toll Free: (800) 342-4325 ext. 32321
BREAKFAST SELECTIONS

All Breakfasts are priced for Buffet Service – please contact Dining Services for pricing.

Included with selections below:
(except Breakfast Pizza, Egg Bake and French Toast Bake)
Choice of Bacon (3 per person), or Ham (2 oz.), or Sausage Pattie (2 oz.) or Links (2) Served with Seasoned Cubes

- **Texas French Toast**
  Thick Texas style bread dipped in our special egg batter (2 slices per person) served hot and fresh with butter, maple syrup and accompanied by your selections from above

- **Fluffy Scrambled Eggs**
  The traditional American breakfast accompanied by your selections from above
  Shredded cheese and other condiments on the side

- **Egg and Cheese Croissant**
  A flaky buttery croissant filled with egg and cheese accompanied by your selections from above

- **Pancakes**
  Three fluffy cakes served with maple syrup accompanied by your selections from above

- **Scrambled Eggs and French Toast Sticks**
  Cheese topped scrambled eggs and crispy French toast sticks (4 per person) accompanied by your selections from above with shredded cheese and other condiments on the side

- **Baked French Toast and Scrambled Egg Buffet**
  Tender slices of French bread with tender apples slices marinated and baked in a rich egg mixture topped with a warm caramel sauce and Fluffy Scrambled Eggs accompanied by your selections from above

- **12” Egg Sausage and Bacon Breakfast Pizza***
  Eggs, Sausage, Bacon and Cheese

- **French Toast Bake***
  Tender slices of French bread with tender apples marinated and baked in a rich egg mixture topped with a warm caramel sauce accompanied by your selections from above

- **Egg Bake* (pan serves approximately 20)**
  A light yet filling mixture of eggs, cheese and bread
  *(We can add to your preference; onions, mushrooms, green peppers, sausage, bacon or ham if you desire)*

  *Breakfast meat choice can be added for an additional charge.

The following may be added to any breakfast option for an additional charge:
Coffee, Canned Juice, Bottled Water, Pop, Fresh Cut Fruit, Whole Fruit, Muffins, Sweet Rolls or Breads

Available Rolls
- Cinnamon Twists
- Bismarck's
- Long Johns
- Cake Donuts
- Cinnamon Bun

Available Muffins
- Blueberry
- Lemon Poppy Seed
- Orange Cranberry
- Chocolate Chip

Available Sweet Breads
- Banana
- Blueberry
- Lemon Poppy Seed
- Orange Cranberry
- Chocolate Chip
LUNCH SELECTIONS

All Luncheons are priced for Buffet Service – please contact Dining Services for pricing.

**Grilled Chicken Club**
Grilled chicken breast topped with bacon, cheese, mayo, lettuce and tomato on a bun accompanied by chips and bar for dessert

**French Dip**
Thinly shaved roast beef served on a steak bun, with au jus accompanied by chips and bar for dessert

**NDSCS Wildcat Burger**
A 1/3 pound ground beef patty char broiled and served on a bun with cheese, lettuce, onion and tomato accompanied by pickles, chips and bar for dessert
Add Bacon (additional charge)

**Hot Beef, Turkey or Pork Sandwich**
(7-day notice)
Roast beef, turkey or pork served between two slices of bread and smothered with gravy accompanied by whipped potatoes, vegetable (choice of one - see page 9) and bar for dessert

**Croissant Salad Sandwich**
Chicken, tuna or egg salad served in a croissant accompanied by chips and bar for dessert

**Chef Salad**
A meal sized portion of mixed green topped with smoked ham, breast of turkey and cheese, garnished with red ripe tomatoes and hard cooked eggs accompanied by your choice of dressing and bar for dessert

**Taco Salad**
Taco meat, mixed salad greens, tomato, black olives, sour cream, taco sauce, and cheese, choice of plain tortilla or Dorito nacho chips accompanied by a bar for dessert

**Chicken Caesar Salad**
Grilled chicken breast, mixed salad greens, parmesan cheese, seasoned croutons and Caesar dressing accompanied by a bar for dessert

**Cobb Salad**
Grilled chicken breast, crisp bacon and mixed salad greens. Garnished with cherry tomato, hard cooked egg and blue cheese, accompanied by a bar for dessert

**Build Your Own Sandwich**
Sliced Ham, turkey and roast beef with cheddar and Swiss cheeses with Kaiser buns or bread, accompanied by your favorite toppings and condiments, chips and bar for dessert

**Italian Casserole**
Homemade Tomato Meat Casserole and Chicken Rotini Alfredo Casserole accompanied by bread sticks, Caesar style green salad and bar for dessert

**Picnic Lunch**
Grilled quarter pound burgers (one per person) and grilled hot dogs (one per person) accompanied by cheese, lettuce, tomato, onion pickle, baked beans, chips, and a bar for dessert

**Sloppy Joes**
Good Old Fashioned Sloppy Joe’s (one per person) accompanied by chips, baked beans, and cookie
Additional Sloppy Joe (additional charge)

**Taco Bar**
Taco meat and tortilla soft shells accompanied by mixed salad greens, cheese, tomato, onion, black olives, sour cream, taco sauce and chips
Add Spanish Rice and/or Refried Beans (additional charge)

**Baked Potato Bar**
Baked potato accompanied by chili, bacon bits, broccoli, cheese, butter and sour cream

**BOX LUNCHES**

**Sandwich and Chips**
Your Choice – Turkey, ham or roast beef sandwich on Kaiser buns accompanied by chips and dessert of the day

**Croissant Salad Sandwich**
A buttery croissant filled with chicken, tuna, or egg salad accompanied by chips and dessert of the day

**Sub Sandwich**
Turkey, ham and cheese on 6” sub bun accompanied by chips and dessert of the day

**Wraps**
Your Choice – Turkey, ham or roast beef on a jalapeño wrap accompanied by chips and dessert of the day
The following may be added to any lunch for an additional charge:
Coffee, Canned Juice, Bottled Water, Pop, Fresh Cut Fruit, Salad, Bread Stick or Soup

<table>
<thead>
<tr>
<th>Soup Options</th>
<th>Salad Options</th>
<th>Dessert Bar Options</th>
</tr>
</thead>
<tbody>
<tr>
<td>Beer Cheese</td>
<td>Romaine Blend Green Salad/ Dressing</td>
<td>Lemon</td>
</tr>
<tr>
<td>Chicken Noodle</td>
<td>Broccoli and Bacon Salad</td>
<td>Brownie</td>
</tr>
<tr>
<td>Chicken Tortilla</td>
<td>Pasta Salad</td>
<td>Pumpkin</td>
</tr>
<tr>
<td>Chicken Wild Rice</td>
<td>Potato Salad</td>
<td>Rice Krispie</td>
</tr>
<tr>
<td>Creamy Potato</td>
<td>Coleslaw</td>
<td>Chocolate Chip</td>
</tr>
<tr>
<td>Wisconsin Cheese</td>
<td></td>
<td>Special K</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Seven Layer</td>
</tr>
</tbody>
</table>

DINNER STYLE ENTREE SELECTIONS

All dinners are priced for Buffet Service – please contact Dining Services for pricing.

All Dinners include: Romaine Blend Salad, Vegetable (choice of one - see page 9), Dessert (choice of one - see page 9), Dinner Rolls, Ice Water and Coffee

POULTRY

**Chicken Supreme**
Boneless broiled breast of chicken served atop blended rice with rich cream sauce

**Sautéed Chicken in Wine Sauce**
Boneless broiled breast of chicken lightly coated with seasoned flour, pan sautéed golden brown accompanied by a light sauce of white wine crème sauce and parsley buttered baby red potatoes or blended rice

**Chicken Kiev**
A boneless breast of chicken wrapped around a delicate seasoned butter breaded and baked to a golden brown, served atop blended rice pilaf with supreme sauce or with parsley buttered baby red potatoes

**Chicken Fettuccine Alfredo**
Boneless broiled breast of chicken breast placed atop Fettuccine with Alfredo sauce

**Roasted Italian Chicken**
One quarter bone in chicken baked and basted with a zesty Italian marinade accompanied by whipped potatoes and gravy

**Baked Chicken**
Baked seasoned breaded style chicken accompanied by whipped potatoes and gravy

**Roast Turkey**
Roasted turkey accompanied by bread stuffing, whipped potatoes, gravy, corn and cranberry sauce

BEEF AND PORK

**Braised Beef Tips**
Braised beef tips with mushrooms and onions accompanied by noodles, rice or steamed potatoes and steamed vegetables

**Roast Beef Dinner**
Slow roasted tender beef accompanied by whipped potatoes and gravy

**Prime Rib**
Prime Rib seasoned and slow roasted accompanied by au jus, creamy horseradish sauce and a baked potato with sour cream and butter

**Marinated Pork Loin Roast**
Boneless pork loin roast seasoned, marinated and slow roasted accompanied by parsley buttered potatoes or whipped potatoes and gravy

**Stuffed Pork Chop**
Stuffed pork chop cooked in a delicious brown sauce accompanied by a baked or parsley buttered potato

**Baked Ham**
Tender baked glazed ham accompanied by baked potato or whipped potatoes and gravy

**Lasagna**
Traditional meat style accompanied by garlic bread

SEAFOOD

**Shrimp**
5 shrimp deep fried or broiled, served with potato or rice accompanied by lemon, cocktail and tartar sauce

**Steamed Cod**
Steamed cod accompanied by lemon, drawn butter and a baked potato

**Parmesan Encrusted Tilapia**
Parmesan Encrusted Tilapia with a creamy dill sauce accompanied by parsley buttered potatoes, baked potato or whipped potatoes and gravy
COMBINATIONS AND MORE

**Grilled Chicken Alfredo and Homemade Spaghetti Sauce**
Grilled Chicken Alfredo and Homemade Ground Beef Meat Sauce accompanied by linguine or rotini noodles and a bread stick

**Broiled Chicken and Roast Beef**
Broiled chicken breast and roast beef accompanied by whipped potatoes and gravy

**Steamed Cod and Swedish Meatballs**
Steamed cod and Swedish meatballs in creamy brown gravy accompanied by parsley buttered potatoes or whipped potatoes

**Baked Ham and Baked Chicken Quarter**
Baked Ham and Baked Chicken Quarter accompanied by stuffing, whipped potatoes and gravy and vegetable,

**Baked Ham and Roasted Turkey**
Baked ham and roasted turkey accompanied by stuffing, whipped potatoes, gravy, corn and cranberry sauce.

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**CHOICES FOR DINNER STYLE ENTRÉES**

**Vegetable Selections**
- Baby Carrots
- Buttered Corn
- Candied Carrots
- Petite Green Beans
- Greens and Carrots
- Country Trio
  (corn, green beans, carrots)

**Dessert Selections**
- Cheese Cake
- Apple Crisp
- Cherry Crisp
- Rhubarb Crisp
- Fudge Brownie
- Strawberry Shortcake
- Chocolate or Coconut Layered Pudding Dessert

**Bar Options**
- Lemon
- Brownie
- Pumpkin
- Rice Krispie
- Chocolate Chip
- Special K
- Seven Layer
# COFFEE BREAK

## BEVERAGES

<table>
<thead>
<tr>
<th>Item</th>
<th>Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Coffee</td>
<td>Gallon (16 cups)</td>
</tr>
<tr>
<td>Cream</td>
<td></td>
</tr>
<tr>
<td>Hot Chocolate</td>
<td></td>
</tr>
<tr>
<td>Iced Tea</td>
<td></td>
</tr>
<tr>
<td>Juice</td>
<td>6 oz. cans</td>
</tr>
<tr>
<td>Lemonade</td>
<td>(Gallon)</td>
</tr>
<tr>
<td>Ice Water</td>
<td>gallon</td>
</tr>
<tr>
<td>Soda</td>
<td>12 oz. Cans</td>
</tr>
<tr>
<td>Bottled Water</td>
<td></td>
</tr>
<tr>
<td>Cider</td>
<td>(Gallon)</td>
</tr>
<tr>
<td>Punch</td>
<td>(Gallon)</td>
</tr>
<tr>
<td>Milk</td>
<td>8 oz. Glass</td>
</tr>
<tr>
<td>Water</td>
<td>Gallon</td>
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</table>

## PASTRIES, COOKIES, BARS, CAKES

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
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</thead>
<tbody>
<tr>
<td>Pastries</td>
<td>Assorted Fried Rolls</td>
</tr>
<tr>
<td></td>
<td>Cake Doughnuts</td>
</tr>
<tr>
<td></td>
<td>Caramel Rolls</td>
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<tr>
<td></td>
<td>Cinnamon Rolls</td>
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<tr>
<td></td>
<td>Muffins</td>
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<tr>
<td></td>
<td>Bagel and Cream Cheese</td>
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<tr>
<td></td>
<td>Cream Cheese Packet</td>
</tr>
<tr>
<td></td>
<td>Assorted Sweet Breads</td>
</tr>
<tr>
<td>Cookies</td>
<td>Assorted Cookies</td>
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<tr>
<td></td>
<td>(Single or By the dozen)</td>
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<tr>
<td></td>
<td>Monster Cookies (Small)</td>
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<tr>
<td></td>
<td>Monster Cookies</td>
</tr>
<tr>
<td>Bars</td>
<td>Assorted Bars</td>
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<tr>
<td></td>
<td>Special K Bars</td>
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<tr>
<td></td>
<td>Seven Layer Bars</td>
</tr>
<tr>
<td>Cakes</td>
<td>(Decorated or Frosted Only)</td>
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<tr>
<td></td>
<td>Full Sheet Cake</td>
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<tr>
<td></td>
<td>1/2 Sheet Cake</td>
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## APPETIZERS AND SNACKS

### HOT ITEMS

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<thead>
<tr>
<th>Item</th>
<th>Description</th>
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</thead>
<tbody>
<tr>
<td>Chicken Drummies</td>
<td>(per lb.) (approximately 8 pieces per pound)</td>
</tr>
<tr>
<td>Hot Wings</td>
<td></td>
</tr>
<tr>
<td>Meatballs</td>
<td>(BBQ or Swedish) (per lb.) (approximately 16 per pound)</td>
</tr>
<tr>
<td>Cocktail Franks</td>
<td>(23 servings) (approximately 138)</td>
</tr>
<tr>
<td>Candied Bacon</td>
<td>(per lb.)</td>
</tr>
<tr>
<td>Chili</td>
<td>(1/2 gallon) (approximately 14 per lb)</td>
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<tr>
<td>Mozzarella Sticks</td>
<td>(per lb.)</td>
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<tr>
<td></td>
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<tr>
<td></td>
<td>12&quot; Pizza</td>
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<tr>
<td></td>
<td>Buffalo Chicken (thin crust)</td>
</tr>
<tr>
<td></td>
<td>Pepperoni &amp; Sausage (thin crust)</td>
</tr>
<tr>
<td></td>
<td>Deluxe (thin crust)</td>
</tr>
<tr>
<td></td>
<td>Sausage, Pepperoni, Mushroom, Onion, Green Pepper</td>
</tr>
<tr>
<td></td>
<td>Four Meat (thin crust)</td>
</tr>
<tr>
<td></td>
<td>Sausage, Pepperoni, Canadian Bacon, Pork</td>
</tr>
<tr>
<td></td>
<td>Chicken Alfredo (thin crust)</td>
</tr>
<tr>
<td></td>
<td>Breakfast Pizza (rising crust)</td>
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<tr>
<td></td>
<td>Cheese (rising crust)</td>
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<tr>
<td></td>
<td>Pepperoni (thin crust)</td>
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### COLD ITEMS

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
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<tbody>
<tr>
<td>Meat and Cheese Tray with Crackers</td>
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<tr>
<td>Cheese and Cracker Tray</td>
<td></td>
</tr>
<tr>
<td>Fruit Tray</td>
<td></td>
</tr>
<tr>
<td>Vegetable Tray with Dip</td>
<td>(12&quot; platter)</td>
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<tr>
<td>Chips and Dip</td>
<td></td>
</tr>
<tr>
<td>Taco Dip with Chips</td>
<td>(12&quot; platter)</td>
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<tr>
<td></td>
<td>with Meat</td>
</tr>
<tr>
<td></td>
<td>without Meat</td>
</tr>
<tr>
<td>Cocktail Sandwiches</td>
<td>(Beef, Ham or Turkey)</td>
</tr>
<tr>
<td>Wraps</td>
<td>(per dozen – sliced 1” inch thick by 1-3/4” diameter)</td>
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<tr>
<td></td>
<td>Meat – Ham, Turkey, or Beef</td>
</tr>
<tr>
<td></td>
<td>Tortillas – Plain, Tomato, or Spinach</td>
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</tbody>
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### SNACKS

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
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</thead>
<tbody>
<tr>
<td>Snacks</td>
<td>(Munchies or Chips)</td>
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<tr>
<td>Personal Size Snack Bags</td>
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</tr>
<tr>
<td>Nuts</td>
<td>(per cup)</td>
</tr>
<tr>
<td>M&amp;M’s</td>
<td>(per cup)</td>
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</table>