External Campus Catering

GUIDE

Parkhurst Dining is proud to be the exclusive caterer of Duquesne University.
Thank you for considering Duquesne University Catering Services to cater your upcoming event!

Duquesne University Catering Services prides itself on our Gold Standards, which ensure the freshest and most nutritious meals. These are just some of the many Gold Standards we set for ourselves:

- USDA Choice meats and above
- Fresh, local ingredients in season
- Food prepared from scratch using real ingredients such as real mashed potatoes and real cheese
- No MSG or other food preservatives
- Stocks for sauces and soups made fresh from scratch

These menu selections represent a starting point. Our General Manager of Catering and Executive Chef will be more than happy to prepare a custom menu for your event. If you would like an item we do not have listed, please ask about our other available menu options. Please call us to schedule an appointment. We look forward to the opportunity to serve you.

All prices within are subject to an 18% service charge and sales tax, if applicable.

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Breakfast

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Continental Breakfast Selections
All Continental Breakfasts include Juice, Coffee, Decaf, and Tea.
All prices are per guest.

Traditional Continental $5.95
Our baker’s choice of two (2) or three (3) Assorted Pastries

Continental Plus $7.25
Fresh Seasonal Fruit Salad, Assorted Fresh Baked Bagels
Assorted Breakfast Pastries

Energy Start $7.25
Low-Fat Yogurt, Fresh Seasonal Fruit Salad, Organic Granola, Hard-Boiled Egg

Boxed Breakfast $6.95
Juice, Seasonal Whole Fruit, Yogurt Cup, Assorted Muffins, Granola Bar, & Butter

Hot Breakfast Buffets
All Breakfast Buffets include Assorted Pastries, Coffee, Decaf, Tea, and Juice.
All prices are per guest. 15 guest minimum.
If choosing more than one (1) option, à la carte prices will be used.

Sunrise Breakfast Buffet $10.95
Choice of one (1): Scrambled Eggs, French Toast, or Pancakes
Choice of one (1): Bacon, Sausage, or Ham, or Turkey Sausage
Includes Home-Fried Potatoes

Deluxe Breakfast Buffet $15.75
Scrambled Eggs
Choice of one (1): French Toast or Pancakes
Choice of one (1): Bacon, Sausage, or Ham, or Turkey Sausage
Includes Fresh Fruit Platter and Home-Fried Potatoes

Breakfast Sandwich Buffet $10.95
Choice of two (2) types of egg sandwiches: Sausage, Bacon, or Ham
on your choice of Bagel, English Muffin, or Toast
Includes Fresh Fruit, but excludes Pastries

Heart Healthy Buffet $10.50
Choice of one (1): Scrambled Eggs or Egg Whites with Veggies,
Steel Cut Oatmeal with Brown Sugar, Dried Fruit and Nuts, or Yogurt Parfaits
Breakfast À La Carte

<table>
<thead>
<tr>
<th>Item</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bagels</td>
<td>$1.45 each</td>
</tr>
<tr>
<td>With Cream Cheese &amp; Butter</td>
<td></td>
</tr>
<tr>
<td>Muffins (regular size)</td>
<td>$1.20 each</td>
</tr>
<tr>
<td>Assorted Mini Pastries</td>
<td>$2.95 per guest</td>
</tr>
<tr>
<td>Mini Muffins, Mini Danish, Donut Holes</td>
<td></td>
</tr>
<tr>
<td>Danish</td>
<td>$1.35 each</td>
</tr>
<tr>
<td>Breakfast Breads</td>
<td>$1.25 slice</td>
</tr>
<tr>
<td>Sticky Buns</td>
<td>$1.25 each</td>
</tr>
<tr>
<td>Coffee Cake</td>
<td>$1.25 each</td>
</tr>
<tr>
<td>Assorted Premium Donuts (Min Order 3 Doz)</td>
<td>$15.25 per doz</td>
</tr>
<tr>
<td>Steel Cut Oatmeal</td>
<td>$3.65 per guest</td>
</tr>
<tr>
<td>With Brown Sugar, Dried Fruit, and Nuts (10 guest minimum)</td>
<td></td>
</tr>
<tr>
<td>Individual Box Cereal with Milk</td>
<td>$1.65 each</td>
</tr>
<tr>
<td>Yogurt Cup</td>
<td>$1.95 each</td>
</tr>
<tr>
<td>English Muffin or Toast</td>
<td>$0.85 each</td>
</tr>
<tr>
<td>Fresh Seasonal Fruit Platter</td>
<td>$3.35 per guest</td>
</tr>
<tr>
<td>Yogurt Parfaits</td>
<td>$3.25 each</td>
</tr>
<tr>
<td>Home-Fried Potatoes</td>
<td>$1.65 per guest</td>
</tr>
<tr>
<td>Scrambled Eggs</td>
<td>$2.25 per guest</td>
</tr>
<tr>
<td>Bacon</td>
<td>$2.45/3 pieces</td>
</tr>
<tr>
<td>Sausage Links</td>
<td>$1.45/2 links</td>
</tr>
<tr>
<td>Ham</td>
<td>$1.45/2 pieces</td>
</tr>
<tr>
<td>Turkey Bacon</td>
<td>$2.15/2 pieces</td>
</tr>
<tr>
<td>Turkey Sausage Links</td>
<td>$1.55/2 links</td>
</tr>
<tr>
<td>Smoked Salmon</td>
<td>Market price</td>
</tr>
<tr>
<td>French Toast Texas-Style</td>
<td>$1.85/1 slice</td>
</tr>
<tr>
<td>Hard-Boiled Eggs</td>
<td>$0.85 each</td>
</tr>
<tr>
<td>Bottled Water</td>
<td>$1.75 each</td>
</tr>
<tr>
<td>Pitchers of Juice Orange, Cranberry, or Apple</td>
<td>$14.25 per gallon</td>
</tr>
<tr>
<td>Coffee, Decaf, and Tea</td>
<td>$15.50 per gallon</td>
</tr>
<tr>
<td>Starbucks® Coffee</td>
<td>$20.25 per gallon</td>
</tr>
<tr>
<td>Milk</td>
<td>$1.75 pint</td>
</tr>
<tr>
<td>Hot Chocolate</td>
<td>$15.50 per gallon</td>
</tr>
</tbody>
</table>

(One gallon serves 15 eight ounce cups/glasses.)
Lunch

Lunch Buffets 10
Salad Buffets 11
Signature Sandwich Buffets 12
Box Lunches 13
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Pack a Picnic 14
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LUNCH BUFFETS

All Lunch Buffets include:
Cookies & Brownies | Iced Tea or Lemonade, and Water
All prices are per guest. 15 guest minimum. All buffets after 2:00pm are an additional $4.00 per person for dinner portions.

**Classic Deli Buffet** $14.95
Choice of three (3): Smoked Ham, Turkey, Roast Beef, Hummus, or Roasted Vegetables
Choice of two (2): American, Swiss, or Provolone
Lettuce, Tomato, Pickles, Assorted Breads, and Choice of Two (2) Sides: Potato, Pasta, Macaroni, or Fruit Salad, Coleslaw, or Chips

**Soup, Salad & Sandwich Buffet** $16.50
Features soup of the day, garden salad, and assorted deli sandwiches

**Wrap Buffet** $16.25
Assorted deli wraps, chips, and pickles

**Fajita Bar** $16.75
Grilled chicken strips, sautéed onions & peppers, Spanish rice, tortilla chips & flour tortillas, salsa, sour cream, lettuce, tomato, shredded cheese, and jalapeños, with choice of refried beans or black beans

**Taco Buffet** $15.25
Seasoned ground beef, jalapeños, tomatoes, lettuce, shredded cheese, salsa, sour cream, refried beans, soft & hard taco shells, and tortilla chips

**Pasta Buffet** $16.75
Two (2) pastas and two (2) sauces: choose from marinara, meat, Alfredo, or pesto, with tossed garden salad and garlic bread

**Chicken Tender Buffet** $16.50
Crispy strips of chicken served with honey mustard and BBQ sauce, macaroni & cheese, and a garden salad

**Grilled Chicken Parmesan Buffet** $18.25
Italian herb-marinated chicken breast topped with marinara sauce and three cheeses, penne pasta with marinara sauce, and a garden salad
All Salad Buffets include:
Cookies & Brownies | Rolls & Butter | Iced Tea or Lemonade, and Water
All prices are per guest. 15 guest minimum.

<table>
<thead>
<tr>
<th>Salad Buffet</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Southwest Chicken Salad Buffet</strong></td>
<td>$14.50</td>
</tr>
<tr>
<td>Seasoned grilled chicken, mixed greens, tomato,</td>
<td></td>
</tr>
<tr>
<td>black beans, corn, tortilla strips, and chipotle</td>
<td></td>
</tr>
<tr>
<td>ranch dressing</td>
<td></td>
</tr>
<tr>
<td><strong>Asian Salad Buffet</strong></td>
<td>$14.50</td>
</tr>
<tr>
<td>Sesame-crusted chicken breast or tofu, mixed</td>
<td></td>
</tr>
<tr>
<td>greens, cucumbers, bell peppers, carrots,</td>
<td></td>
</tr>
<tr>
<td>crispy noodles, and ginger soy dressing</td>
<td></td>
</tr>
<tr>
<td><strong>Grilled Chicken Caesar Salad Buffet</strong></td>
<td>$13.95</td>
</tr>
<tr>
<td>Marinated grilled chicken, romaine lettuce,</td>
<td></td>
</tr>
<tr>
<td>house-made croutons, and creamy Caesar dressing</td>
<td></td>
</tr>
<tr>
<td><strong>Cobb Salad Buffet</strong></td>
<td>$14.50</td>
</tr>
<tr>
<td>Mixed greens, grilled chicken, avocado, bacon,</td>
<td></td>
</tr>
<tr>
<td>bleu cheese, black olive and tomato with our</td>
<td></td>
</tr>
<tr>
<td>house-made ranch dressing</td>
<td></td>
</tr>
<tr>
<td><strong>Chef Salad Buffet</strong></td>
<td>$14.50</td>
</tr>
<tr>
<td>Ham, turkey, provolone cheese, hard-boiled egg,</td>
<td></td>
</tr>
<tr>
<td>tomato, carrots, mixed greens, and iceberg</td>
<td></td>
</tr>
<tr>
<td>lettuce, with your choice of dressings</td>
<td></td>
</tr>
<tr>
<td><strong>Pittsburgh Salad Buffet</strong></td>
<td>$16.25</td>
</tr>
<tr>
<td>Choice of flank steak or grilled chicken breast</td>
<td></td>
</tr>
<tr>
<td>with French fries, tomato, grilled red onions,</td>
<td></td>
</tr>
<tr>
<td>and shredded cheese, with our house-made ranch</td>
<td></td>
</tr>
<tr>
<td>and balsamic dressings</td>
<td></td>
</tr>
<tr>
<td>Substitute tofu in place of any protein in your</td>
<td></td>
</tr>
<tr>
<td>salad at no extra charge.</td>
<td></td>
</tr>
</tbody>
</table>

Upgrade your Salad with:
**Shrimp or Flank Steak for an additional $2.35**
All Signature Sandwich Buffets include:
Potato Chips | Cookies & Brownies | Iced Tea or Lemonade, and Water
Choose your Sandwiches: minimum 5 per selection
All prices are per guest. 15 guest minimum.
Add Soup du Jour for $2.10 per guest
Add Side (Garden Salad, Pasta, Macaroni, or Coleslaw) for $2.10 per guest

<table>
<thead>
<tr>
<th>Sandwich</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Smoked Turkey</td>
<td>$14.50</td>
</tr>
<tr>
<td>Beef Tenderloin</td>
<td>$16.75</td>
</tr>
<tr>
<td>Italian</td>
<td>$15.50</td>
</tr>
<tr>
<td>Hummus &amp; Roasted Vegetable Wrap</td>
<td>$13.50</td>
</tr>
<tr>
<td>Chicken Caesar Wrap</td>
<td>$15.25</td>
</tr>
<tr>
<td>Gourmet Grilled Chicken</td>
<td>$17.50</td>
</tr>
<tr>
<td>California Wrap</td>
<td>$15.25</td>
</tr>
<tr>
<td>Caprese Sandwich</td>
<td>$13.95</td>
</tr>
<tr>
<td>Cajun Shaved Roast Beef</td>
<td>$14.95</td>
</tr>
<tr>
<td>Balsamic Grilled Portobello Mushroom</td>
<td>$13.50</td>
</tr>
</tbody>
</table>
Box Lunches

The Grab’n Go $11.95
Choice of Sandwich: Turkey & Cheese, Ham & Cheese, or Roast Beef & Cheese, Tuna or Chicken Salad, or Roasted Vegetables
Choice of: Fruit Salad, Pasta Salad, Chips, or Pretzels
Choice of: Canned Soda, Lemonade, Iced Tea, or Bottled Water
Granola Bar
Cookies or Brownies

The Graduate $13.95
Choice of two (2): Coleslaw, Tossed Garden Salad, Classic Caesar Salad, Seasonal Fruit Salad, or Chips
Choice of: Canned Soda, Lemonade, Iced Tea, or Bottled Water
Choice of one (1) of our Signature Sandwiches (minimum 5 per selection)
Granola Bar
Cookies or Brownies

All sandwiches are available as wraps.

Hoagie Ring (serves 8-10 guests) $48.95
Choice of: Italian, Roast Beef, Turkey, or Vegetable
With choice of one (1): Potato, Pasta, Macaroni, or Fruit Salad $52.25

Pizza

Cheese Pizza $14.00
16" 12-cut with house-made dough, tomato sauce, and shredded mozzarella cheese

Pepperoni, Ham, or Sausage Pizza $14.50

Veggie Supreme Pizza $14.50
Assorted fresh vegetables and herbs with tomato sauce

Specialty Pizza $16.00
Buffalo chicken, Hawaiian, supreme, or Margherita

Extra Topping Choices $1.25 each
Extra cheese, pepperoni, Italian sausage, beef, ham, green peppers, onions, mushrooms, and tomato
All Pack A Picnic prices are per guest. 25 guest minimum.

**All American** $14.25  
Grilled Hamburgers and Grilled Hot Dogs (one per person)  
Choice of two (2): Baked Beans with Bacon (vegetarian available upon request), Coleslaw, Watermelon, or Potato Salad  
Lettuce, Tomato, Cheese, and Onion  
Cookies & Brownies  
Lemonade, Iced Tea, and Ice Water

**Western** $18.25  
Pulled Pork and BBQ Chicken  
Baked Beans with Bacon (vegetarian available upon request), Coleslaw, Potato Salad, and Cornbread  
Cookies & Brownies  
Lemonade, Iced Tea, and Ice Water

**Tailgate Party** $17.75  
Chicken Wings, Hot Italian Sausage with Peppers, Onions, & Marinara Sauce, Cheese Quesadillas, and Potato Wedges  
Cookies & Brownies  
Lemonade, Iced Tea, and Ice Water

**Picnic À La Carte**

<table>
<thead>
<tr>
<th>Item</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hamburger</td>
<td>$2.55 each</td>
</tr>
<tr>
<td>Turkey Burger</td>
<td>$2.55 each</td>
</tr>
<tr>
<td>Hot Dog</td>
<td>$1.75 each</td>
</tr>
<tr>
<td>Veggie Burger</td>
<td>$2.10 each</td>
</tr>
<tr>
<td>Grilled Portobello Mushroom</td>
<td>$2.55 each</td>
</tr>
<tr>
<td>BBQ Chicken</td>
<td>$3.25 per guest</td>
</tr>
<tr>
<td>Marinated Chicken Breast (4 oz.)</td>
<td>$3.00 each</td>
</tr>
<tr>
<td>Kebabs, Chicken (1 Skewer per guest)</td>
<td>$4.50 each</td>
</tr>
<tr>
<td>Kebabs, Beef (1 Skewer per guest)</td>
<td>$5.25 each</td>
</tr>
<tr>
<td>Kebabs, Vegetable (1 Skewer per guest)</td>
<td>$4.00 each</td>
</tr>
<tr>
<td>Watermelon (seasonal)</td>
<td>$1.75 per guest</td>
</tr>
<tr>
<td>Vegetarian Baked Beans</td>
<td>$1.25 per guest</td>
</tr>
<tr>
<td>Accompanying Salads</td>
<td>$1.85 per guest</td>
</tr>
</tbody>
</table>

Coleslaw, pasta, macaroni, marinated vegetable, or broccoli
<table>
<thead>
<tr>
<th>Item</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Cupcakes</strong></td>
<td>$19.50 per dozen</td>
</tr>
<tr>
<td>Yellow, Chocolate, and Red Velvet</td>
<td></td>
</tr>
<tr>
<td><strong>Fudge Brownies</strong></td>
<td>$11.00 per dozen</td>
</tr>
<tr>
<td><strong>Brownie Bites (per 25 pieces)</strong></td>
<td>$23.25</td>
</tr>
<tr>
<td><strong>Dessert Bars</strong></td>
<td>$12.75 per dozen</td>
</tr>
<tr>
<td>Lemon Bars, Raspberry Squares, Orchard Bars, Oatmeal Raisin Bars,</td>
<td></td>
</tr>
<tr>
<td>Magic Bars</td>
<td></td>
</tr>
<tr>
<td><strong>Assorted Mini Cheesecakes (per 25 pieces)</strong></td>
<td>$36.50</td>
</tr>
<tr>
<td><strong>Assorted Cookies</strong></td>
<td>$8.95 per dozen</td>
</tr>
<tr>
<td><strong>Eat’n Park Smiley® Cookies</strong></td>
<td>$1.75 large / $1.15 mini</td>
</tr>
<tr>
<td><strong>Assorted Gourmet Cookies</strong></td>
<td>$11.00 per dozen</td>
</tr>
<tr>
<td><strong>Rice Krispies® Treats</strong></td>
<td>$1.75 each</td>
</tr>
<tr>
<td><strong>Whole Fruit</strong></td>
<td>$1.15 each</td>
</tr>
<tr>
<td><strong>Potato Chips, Individual Bag</strong></td>
<td>$1.25 each</td>
</tr>
<tr>
<td><strong>Potato Chips, 1 lb. Bag (serves 8-10 guests)</strong></td>
<td>$6.00 each</td>
</tr>
<tr>
<td><strong>Homemade Potato Chips</strong></td>
<td>$2.15 per guest</td>
</tr>
<tr>
<td><strong>Homemade Sweet Potato Chips</strong></td>
<td>$2.55 per guest</td>
</tr>
<tr>
<td><strong>Pretzels, Individual Bag</strong></td>
<td>$1.15 each</td>
</tr>
<tr>
<td><strong>Pretzels, 1 lb. Bag (serves 8-10 guests)</strong></td>
<td>$5.00 each</td>
</tr>
<tr>
<td><strong>Mixed Nuts</strong></td>
<td>$2.25 per guest</td>
</tr>
<tr>
<td><strong>Snack Mix, 2 lb. Bag (serves 8-12 guests)</strong></td>
<td>$10.25 each</td>
</tr>
<tr>
<td><strong>Homemade Ranch Dip</strong></td>
<td>$6.10 per pint</td>
</tr>
<tr>
<td>Beverage</td>
<td>Price</td>
</tr>
<tr>
<td>--------------------------------</td>
<td>----------------</td>
</tr>
<tr>
<td>Bottled Water</td>
<td>$1.85 per bottle</td>
</tr>
<tr>
<td>Island Fruit Punch</td>
<td>$9.50 per gallon</td>
</tr>
<tr>
<td>Lemonade</td>
<td>$9.50 per gallon</td>
</tr>
<tr>
<td>Citrus Juice Punch</td>
<td>$10.95 per gallon</td>
</tr>
<tr>
<td>Sparkling Cranberry Punch</td>
<td>$16.25 per gallon</td>
</tr>
<tr>
<td>Seasonal Apple Cider (served hot or cold)</td>
<td>$11.75 per gallon</td>
</tr>
<tr>
<td>Freshly Brewed Iced Tea</td>
<td>$9.50 per gallon</td>
</tr>
<tr>
<td>Unsweetened</td>
<td></td>
</tr>
<tr>
<td>Canned Iced Tea</td>
<td>$1.20 per can</td>
</tr>
<tr>
<td>Canned Soda</td>
<td>$1.20 per can</td>
</tr>
<tr>
<td>Flavored Water</td>
<td>$4.50 per gallon</td>
</tr>
<tr>
<td>Hot Chocolate</td>
<td>$15.50 per gallon</td>
</tr>
<tr>
<td>Coffee, Decaf, and Hot Tea</td>
<td>$15.50 per gallon</td>
</tr>
</tbody>
</table>

(One gallon serves 15 eight ounce cups/glasses.)
All Meeting Break prices are per guest.

<table>
<thead>
<tr>
<th>MEETING BREAKS</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Make-Your-Own Trail Mix</strong></td>
<td>$4.75</td>
</tr>
<tr>
<td><strong>Pizza Plus (15 guest minimum)</strong></td>
<td>$8.25</td>
</tr>
<tr>
<td>Pizza with assorted toppings (two slices per person) Potato chips Assorted soda and bottled water</td>
<td></td>
</tr>
<tr>
<td><strong>Ice Cream Social (50 guest minimum)</strong></td>
<td>$5.25</td>
</tr>
<tr>
<td>Two flavors of ice cream with five toppings Assorted soda and bottled water</td>
<td></td>
</tr>
<tr>
<td><strong>The Sweet Spot</strong></td>
<td>$7.25</td>
</tr>
<tr>
<td>Finger desserts: assorted butter cookies, mini cheesecakes, brownie bites Fruit tray Coffee, decaf, and tea</td>
<td></td>
</tr>
<tr>
<td><strong>Healthy Break</strong></td>
<td>$6.75</td>
</tr>
<tr>
<td>Fruit skewers with yogurt dip, vegetable crudités with ranch dip and assorted granola bars Bottled water</td>
<td></td>
</tr>
<tr>
<td><strong>Sweet &amp; Salty</strong></td>
<td>$5.95</td>
</tr>
<tr>
<td>Mixed nuts Pretzels or potato chips with dip Freshly baked cookies or brownies Assorted soda and bottled water</td>
<td></td>
</tr>
<tr>
<td><strong>Cookie Break</strong></td>
<td>$4.50</td>
</tr>
<tr>
<td>Freshly baked chocolate chip cookies &amp; brownies Rice Krispies* treats Assorted soda and bottled water</td>
<td></td>
</tr>
</tbody>
</table>
Hors d’Oeuvres & Platters

Hot Hors d’Oeuvres  20
Cold Hors d’Oeuvres  20
Platters  21
All Hors d’Oeuvres are priced per 25 pieces.
Allow 5–6 pieces per guest per hour for stationary food displays.
Allow 3–4 pieces per guest per hour for passed hors d’oeuvres.

Hot Hors d’Oeuvres

**Assorted Mini Quiches** $44.25
**Spinach & Artichoke Dip with Pita Chips** $42.50
**Buffalo Chicken Dip with Bleu Cheese and Tortilla Chips** $42.50
**Chicken Wings** $33.25
Mild, Hot, BBQ, Teriyaki, or Sweet Chili, served with Bleu Cheese and Celery
**Cocktail Meatballs (2 order minimum)** $19.25
Teriyaki, Sweet & Sour, BBQ, Italian
**Coconut Chicken with Sweet Chili Sauce** $45.00
**Scallops Wrapped in Bacon** $45.00
**Mini Lump Crab Cakes with Creole Mustard Sauce** $49.25
**Mini Wild Mushroom Tartlets** $40.00
**Pot Stickers** $39.50
Chicken, Pork, or Vegetable, with Soy Glaze
**Stuffed Mushrooms** $40.00
Crab, Boursin Cheese, or Italian Sausage
**Vegetable Egg Rolls** $42.25
With Sweet & Sour Sauce

Cold Hors d’Oeuvres

**Fresh Fruit Skewers** $40.50
**Fresh Mozzarella, Tomato, & Basil Skewers** $45.50
**Tomato & Basil Bruschetta** $40.25
**Sushi** $43.00
California, Vegetarian, Shrimp, or Spicy Tuna Rolls
All Platters serve 25 guests.

<table>
<thead>
<tr>
<th>Platter</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Domestic Cheese Board</td>
<td>$69.25</td>
</tr>
<tr>
<td>Imported Cheese Board</td>
<td>$102.50</td>
</tr>
<tr>
<td>Baked Brie with Raspberry Marmalade in Puff Pastry</td>
<td>$48.00</td>
</tr>
<tr>
<td>Fresh Crudité Platter with House-Made Ranch Dressing</td>
<td>$69.00</td>
</tr>
<tr>
<td>Fresh Sliced Fruit Platter with Yogurt Dip</td>
<td>$82.00</td>
</tr>
<tr>
<td>Tortilla Chips &amp; Salsa</td>
<td>$34.00</td>
</tr>
<tr>
<td>Hummus with Pita Chips</td>
<td>$42.00</td>
</tr>
</tbody>
</table>

Traditional, Cilantro Lime, or Roasted Red Pepper
The Main Course

Served Beef Entrées 24
Served Chicken Entrées 25
Served Seafood Entrées 26
Served Pork Entrées 26
Served Vegetarian Entrées 27
Served Pasta Entrées 27
Dinner Buffets 28
Side Dishes 29
The Main Course
All prices are priced per guest.

All Main Course menus include:
Dinner Rolls & Butter | Choice of Garden, Classic Caesar, or Spinach Salad | Two (2) Sides
Standard Lunch or Dinner Desserts | Coffee, Decaf, Tea, and Iced Tea
Lunch portions are available until 2:00 p.m.

Served Beef Entrées

<table>
<thead>
<tr>
<th></th>
<th>Lunch</th>
<th>Dinner</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Grilled Filet Mignon</strong></td>
<td>$25.25</td>
<td>$32.50</td>
</tr>
<tr>
<td>With a Cabernet Sauvignon demi-glace</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Gorgonzola-Crusted Filet Mignon</strong></td>
<td>$26.95</td>
<td>$32.95</td>
</tr>
<tr>
<td>Gorgonzola &amp; pine nut-crusted filet mignon served with shallot demi-glace</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Roasted Tenderloin of Beef</strong></td>
<td>$24.75</td>
<td>$31.50</td>
</tr>
<tr>
<td>Oven-roasted filet mignon, sliced and topped with brown sauce</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Montreal Flank Steak</strong></td>
<td>$18.25</td>
<td>$26.00</td>
</tr>
<tr>
<td>Marinated with a blend of garlic red wine vinegar and spices, and thinly carved</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
# Served Chicken Entrées

<table>
<thead>
<tr>
<th>Dish</th>
<th>Lunch</th>
<th>Dinner</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Italian Stuffed Chicken Breast</strong></td>
<td>$17.25</td>
<td>$23.25</td>
</tr>
<tr>
<td>Chicken breast stuffed with roasted mushrooms, fontina cheese, and fresh herbs with rosemary jus</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Pan-Roasted Chicken Breast</strong></td>
<td>$17.25</td>
<td>$23.25</td>
</tr>
<tr>
<td>Sautéed chicken breast, artichoke heart, sun-dried tomato, and basil with a white wine sauce</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Chicken Florentine</strong></td>
<td>$17.25</td>
<td>$23.25</td>
</tr>
<tr>
<td>Oven-roasted breast of chicken stuffed with a blend of spinach, feta, and Parmesan cheese with Madeira sauce</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Parmesan-Crusted Chicken</strong></td>
<td>$17.25</td>
<td>$23.25</td>
</tr>
<tr>
<td>Boneless breast of chicken with a panko and Parmesan crust, served with an herb cream sauce</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Balsamic-Glazed Chicken</strong></td>
<td>$17.25</td>
<td>$23.25</td>
</tr>
<tr>
<td>Pan-fried chicken breast topped with balsamic vinegar glaze and fire-roasted grape tomatoes</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Grilled Chicken Parmesan</strong></td>
<td>$17.50</td>
<td>$24.00</td>
</tr>
<tr>
<td>Italian herb-marinated chicken breast topped with marinara sauce and three cheeses</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Chicken Marsala</strong></td>
<td>$17.50</td>
<td>$24.00</td>
</tr>
<tr>
<td>Sautéed chicken served in a Marsala mushroom wine sauce</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Fresh Garden Herb and Olive Oil Chicken Breast</strong></td>
<td>$16.95</td>
<td>$22.95</td>
</tr>
<tr>
<td>Char-grilled chicken breast tossed with fresh herbs and extra virgin olive oil</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
### Served Seafood Entrées

<table>
<thead>
<tr>
<th>Dish</th>
<th>Lunch</th>
<th>Dinner</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Sesame-Crusted Ahi Tuna</strong></td>
<td>$25.50</td>
<td>$32.00</td>
</tr>
<tr>
<td>White &amp; black sesame-crusted tuna steak finished with a soy-wasabi drizzle, served medium rare</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Adobo Salmon</strong></td>
<td>$19.50</td>
<td>$26.50</td>
</tr>
<tr>
<td>Grilled fillet of salmon basted in an adobo barbecue sauce</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Herb-Crusted Salmon</strong></td>
<td>$19.50</td>
<td>$26.50</td>
</tr>
<tr>
<td>Oven-roasted salmon with fresh herb crust, topped with red pepper coulis</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Citrus Tilapia</strong></td>
<td>$17.50</td>
<td>$24.00</td>
</tr>
<tr>
<td>Fillet of tilapia topped with pineapple salsa</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Lump Crab Cake</strong></td>
<td>$21.00</td>
<td>$27.50</td>
</tr>
<tr>
<td>Fresh crab meat with our special blend of seasonings, served with a Creole mustard sauce</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Served Pork Entrées

<table>
<thead>
<tr>
<th>Dish</th>
<th>Lunch</th>
<th>Dinner</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Chipotle Pork Tenderloin</strong></td>
<td>$16.25</td>
<td>$21.75</td>
</tr>
<tr>
<td>Cumin &amp; chipotle-rubbed pork tenderloin, grilled and topped with a chipotle BBQ sauce</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Peppercorn-Crusted Pork Tenderloin</strong></td>
<td>$16.25</td>
<td>$21.75</td>
</tr>
<tr>
<td>Pan-seared, pepper-crusted pork tenderloin topped with roasted mushrooms</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Stuffed Pork Loin</strong></td>
<td>$19.50</td>
<td>$27.00</td>
</tr>
<tr>
<td>Pork loin stuffed with wild rice and dried fruit, served with a cherry reduction</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
## Served Vegetarian Entrées

<table>
<thead>
<tr>
<th>Entrée</th>
<th>Lunch</th>
<th>Dinner</th>
</tr>
</thead>
<tbody>
<tr>
<td>Parmesan Polenta with Vegetable Ragoût</td>
<td>$16.25</td>
<td>$19.50</td>
</tr>
<tr>
<td>Cheesy cornmeal polenta cake topped with stewed vegetables</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ratatouille &amp; Goat Cheese Casserole</td>
<td>$16.25</td>
<td>$19.50</td>
</tr>
<tr>
<td>Thinly sliced eggplant, roasted red peppers, zucchini, squash, red onion, and goat cheese, layered with garlic, olive oil, and fresh herbs, lightly roasted and topped with a drizzle of balsamic reduction</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Vegetable Quiche</td>
<td>$16.25</td>
<td>$19.50</td>
</tr>
<tr>
<td>A savory mixture of eggs, cheese, and fresh vegetables baked in a pie shell</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mushroom Risotto</td>
<td>$16.25</td>
<td>$19.50</td>
</tr>
<tr>
<td>Creamy Arborio rice with Pennsylvania mushrooms and Asiago cheese</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Stuffed Portobello Mushroom</td>
<td>$16.25</td>
<td>$19.50</td>
</tr>
<tr>
<td>Portobello mushroom stuffed with spinach, roasted red peppers, fontina, and Parmesan cheese</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

## Served Pasta Entrées

<table>
<thead>
<tr>
<th>Entrée</th>
<th>Lunch</th>
<th>Dinner</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mushroom Ravioli</td>
<td>$16.25</td>
<td>$19.50</td>
</tr>
<tr>
<td>Ravioli stuffed with mushrooms and tossed in a roasted red pepper cream sauce</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Lasagna with Meat Sauce (10 guest minimum)</td>
<td>$16.75</td>
<td>$19.95</td>
</tr>
<tr>
<td>Layers of ground beef, ricotta cheese, house-made marinara sauce, and mozzarella and Parmesan cheese</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sun-Dried Tomato &amp; Mascarpone Ravioli</td>
<td>$16.25</td>
<td>$19.50</td>
</tr>
<tr>
<td>With a tomato-basil cream sauce</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Vegan Penne Pasta</td>
<td>$15.25</td>
<td>$18.75</td>
</tr>
<tr>
<td>Whole wheat penne pasta with roasted vegetables, spinach, and mushrooms, tossed with sliced garlic, olive oil, and crushed red pepper flakes</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Vegetable Lasagna (10 guest minimum)</td>
<td>$16.50</td>
<td>$19.95</td>
</tr>
<tr>
<td>Seasonal vegetables with layers of pasta and cheese in a white sauce</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mediterranean Penne Pasta</td>
<td>$15.50</td>
<td>$18.75</td>
</tr>
<tr>
<td>Sun-dried tomatoes, kalamata olives, and artichoke hearts in a fresh basil-garlic sauce</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
**Premium Dinner Buffets** *(25 guest minimum) $34.95 per guest*

Premium buffets include choice of two (2) entrées; choice of Mixed Greens with red onion, dried cranberries, sugared almonds and house-made balsamic vinaigrette, or Classic Caesar Salad; choice of three (3) side dishes; dinner rolls with butter; choice of two (2) premium desserts; coffee, iced tea and water.

*Add a third entrée selection for additional $4.00 per guest.*

**Chicken Marsala**
Sautéed chicken served in a Marsala mushroom wine sauce

**Balsamic-Glazed Chicken**
Pan-fried chicken breast topped with balsamic vinegar glaze and fire-roasted grape tomatoes

**Flank Steak Roulade**
Roasted steak stuffed with sun-dried tomatoes and mushrooms, topped with caramelized onion jus

**Herb-Crusted Salmon**
Oven-roasted salmon with fresh herb crust, topped with red pepper coulis

**Lump Crab Cake**
Fresh crab meat with our special blend of seasonings, served with a Creole mustard sauce

**Stuffed Pork Loin**
Pork loin stuffed with wild rice and dried fruit, served with a cherry reduction

**Ratatouille & Goat Cheese Casserole**
Thinly sliced eggplant, roasted red peppers, zucchini, squash, red onion, and goat cheese, layered with garlic, olive oil, and fresh herbs, lightly roasted and topped with a drizzle of balsamic reduction

**Mushroom Ravioli**
Ravioli stuffed with mushrooms and tossed in a roasted red pepper cream sauce
Standard Dinner Buffets (25 guest minimum) $29.75 per guest

Standard buffets include choice of two (2) entrées; garden salad with choice of two (2) dressings; choice of two (2) side dishes; dinner rolls with butter; two (2) standard dessert; and coffee, iced tea and water.

Add a third entrée selection for additional $3.50 per guest.

Parmesan-Crusted Chicken
Boneless breast of chicken with a panko and Parmesan crust, served with an herb cream sauce

Chicken Florentine
Oven-roasted breast of chicken stuffed with a blend of spinach, feta, and Parmesan cheese with Madeira sauce

Braised Beef Tips
Cubed roast beef braised in its own juices until tender, finished with mushrooms and red wine, and served over egg noodles

Citrus Tilapia
Fillet of tilapia topped with pineapple salsa

Glazed Ham
Slow-roasted Pennsylvania ham with a bourbon and brown sugar glaze

Vegan Penne Pasta
Whole wheat penne pasta with roasted vegetables, spinach, and mushrooms, tossed with sliced garlic, olive oil, and crushed red pepper flakes

Vegetable Lasagna
Seasonal vegetables with layers of pasta and cheese in a white sauce

Side Dishes

Please select two (2) sides from the lists below to complement your meal.

**Lunch**
- White or Brown Rice
- Broccoli Salad
- Country Potato Salad
- Fruit Salad
- Coleslaw
- Confetti Pasta Salad
- Chef’s Choice of Hot Side
- Steamed Broccoli
- Yukon Gold Smashed Potatoes
- Maple-Glazed Sweet Potato
- Baked Potato
- Sautéed Zucchini and Yellow Squash

**Dinner**
- Roasted Garlic Smashed Potatoes
- Mashed Potatoes
- Roasted Potatoes
- Rice Pilaf
- Basmati Rice Pilaf
- Long Grain & Wild Rice Medley
- Israeli Couscous
- Penne Pasta
  - with Garlic Butter & Herbs
- Honey-Glazed Carrots
- Green Beans and Red Peppers
- Seasonal Vegetable Medley
- Broccoli and Cauliflower Blend
- Stir-Fry Vegetables
- Steamed Carrots
Dessert

Premium & Standard Desserts  32
Celebration Cakes  33
**Premium Desserts**
Substitute Premium Desserts for Standard for an additional $2.85 per guest.

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**Tiramisu Lady Fingers**
Soaked with Kahlua®, mascarpone cheese, pastry cream, fresh whipped cream, and shaved chocolate

**Mocha Buttercream Torte**
Three thin layers of chocolate cake soaked with Kahlua® syrup, chocolate ganache, and mocha syrup

**Toasted Almond Torte**
Two layers of almond cake filled with pastry cream, buttercream icing topped with sugared toasted almonds

**Chocolate Kahlua® Cheesecake**
Deep rich chocolate cheesecake with just the right touch of Kahlua

**Bourbon Pecan Pie**
Garnished with whipped cream

**Lemon Angel Food Cake**
With lemon chiffon filling and fresh berries

**Flourless Chocolate Cake**
Dense chocolate cake garnished with whipped cream and macerated berries

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**Standard Desserts**
Substitute Standard Desserts for Cookies & Brownies for an additional $1.30 per guest.

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**Lunch Desserts**
Choice of Apple Pie, Cherry Pie, Lemon Meringue Pie, Chocolate or Strawberry Mousse, Carrot Cake, Double Chocolate Cake, or Coconut Cake

**Dinner Desserts**
Choice of Blueberry Pie, Key Lime Pie, Chocolate or Banana Cream Pie, Plain Cheesecake with Fruit Topping, Chocolate Chip Cheesecake, Chocolate Cake with Peanut Butter Frosting, German Chocolate Cake, or Strawberry Trifle

*Contact the Catering Office for à la carte pricing on any Premium or Standard Dessert.*
### Celebration Cakes

<table>
<thead>
<tr>
<th>Cake Type</th>
<th>Size</th>
<th>Serves</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>16&quot; Chocolate Chip Cookie Cake</td>
<td>16&quot;</td>
<td>12 to 16 guests</td>
<td>$15.75</td>
</tr>
<tr>
<td>9&quot; 2-Layer Cake</td>
<td>9&quot;</td>
<td>8 to 10 guests</td>
<td>$25.25</td>
</tr>
<tr>
<td>10&quot; 2-Layer Cake</td>
<td>10&quot;</td>
<td>10 to 12 guests</td>
<td>$29.50</td>
</tr>
<tr>
<td>9&quot; 3-Layer Cake</td>
<td>9&quot;</td>
<td>8 to 10 guests</td>
<td>$28.50</td>
</tr>
<tr>
<td>10&quot; 3-Layer Cake</td>
<td>10&quot;</td>
<td>10 to 12 guests</td>
<td>$32.50</td>
</tr>
<tr>
<td>Half Sheet Cake</td>
<td>30”</td>
<td>30 to 35 guests</td>
<td>$45.00</td>
</tr>
<tr>
<td>Full Sheet Cake</td>
<td>60”</td>
<td>60 to 70 guests</td>
<td>$82.00</td>
</tr>
</tbody>
</table>

Choice of Yellow, White, Chocolate, or Red Velvet Batter. All cakes include buttercream icing, basic inscription, and decorating.

Add $5.25 for Half & Half Batter or Marble Batter. Add 10% upcharge for Fruit Filling or Chocolate Icing.

*Contact the Catering Office for pricing of any additional services.*
Beverage Services

Bar Services  36
Standard Bar Setups  36
Wine & Beer Bar Setups  36
**Bar Services**

All alcoholic beverages must meet the requirements set forth by Duquesne University. Consult the university’s Events Office for permission to serve these beverages.

Bartenders are required where alcoholic beverages are served. In addition, Parkhurst must serve ALL alcohol. They will be supplied at an hourly rate. A three (3) hour minimum including one (1) hour setup, one (1) hour breakdown per bartender will be charged. One bartender per seventy-five (75) guests. Bartenders will be supplied at a rate of $30.00 per hour, with a three (3) hour minimum.

Bar service outside of the Duquesne Union Building and Power Center Ballroom will require an additional charge of $2.50 per guest.

**Standard Bar Setups** include glassware or clear plastic cups, cocktail napkins, stirrers, basic bar fruit, carbonated mixers, appropriate juices, assorted sodas, sour mix, water, ice, and chips or pretzels.

Cost: $4.50 per guest

**Informal Bar: Wine & Beer Bar Setups** include glassware or clear plastic cups, cocktail napkins, stirrers, assorted sodas, tonic water, club soda, water, ice, lemons, and limes.

Cost: $4.00 per guest

**Informal Bar/ No Frills: Beer & Wine Only** include glassware or clear plastic cups, cocktail napkins, stirrers, water, and ice.

Cost: $2.50 per guest
Catering Policies & Guidelines

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Attendants/Wait Staff 42
Linens 43
Pricing 43
Sales Tax 43
Service Charge for Attendant/Wait Staff Events 43
Equipment Rental 43
Department of Health Policy 44
Alcoholic Beverage Policy 44
Payment 44
University Catering Policy
Parkhurst Dining is proud to be the exclusive caterer of Duquesne University. All external groups are required to coordinate their on-campus catering needs with Parkhurst/Duquesne Catering Services. No outside food or beverages may be brought on the campus without prior written approval of the Catering Office.

Ordering Catering
Parkhurst prepares all of its food fresh, from scratch. In order to plan and schedule properly, CATERING NEEDS MUST BE ORDERED TWO (2) WEEKS PRIOR TO YOUR EVENT. During busy times of the year (i.e., graduation, homecoming) and/or for special menu requests, we will need more advance notice. If contact is less than two (2) weeks, every attempt will be made to satisfy your needs for the event, but menu selection or any special requests cannot be guaranteed. If an order is placed three (3) business days or less prior to your event, an additional 10%, with a minimum of $10.00, will be added to the price and menu selections may be limited.

Consult with the catering staff about any special needs, allowing adequate time for planning and preparation (e.g., special linens, flowers, room configurations, and the like). The Catering Office is located in Room 318 on the third floor of the Duquesne Union Building and is open Monday-Friday, 8:00 AM to 4:00 PM

CaterTrax
CaterTrax is the university’s convenient online system for placing all catering orders, large or small. The Catering Office will create an account for all external events and enter all catering details in the system. External clients will be able to track, manage, and request changes with orders. CaterTrax is used worldwide at some of the top colleges and universities, businesses and industries, and sports and leisure venues. First simply create an account, then place any order up to 18 months in advance. You can track, manage, and repeat orders. Feel free to contact the Catering Office for any questions about CaterTrax.

Minimum Order
Parkhurst/Duquesne Catering Services is available to service the smallest to the largest event. However, a 15-guest minimum for buffets and a 10-guest minimum for all other catering does apply. Service for less than the minimum amount of guests will have a 5% surcharge.

Room/Event Reservations
Room reservations, audio-visual equipment, and table setup needs are handled through the university’s Events Office, 412-396-6033. If the event is not affiliated with Duquesne University, please call Conference Services at 412-396-1175. For events in the Power Center Ballroom, please contact the university’s Event Coordinator at 412-396-3516. Room reservations need to be made before contacting the Catering Office. Please inform the university’s Events Office of any room setup needs such as tables, trash receptacles, and so on. Catering does not provide these items. Please also inform the university’s Events Office of any changes in counts, setup, and the like.
Please Be Prepared to Provide the Following Information

- Theme of or purpose for event
- Special layout needs (reserved seating, head tables, linen needs)
- China or disposable table service
- Special diet considerations, food allergies
- Seasonal food availability
- Weather: Is a rain site required?
- Program details – awards ceremonies, speakers, and so on
- Will alcohol be served?
- Any VIP guests?
- Budget parameters
- Form of payment
- Style of service (i.e., served, buffet, carry-out, delivery setup)

Confirmations

After the arrangements have been made, either a copy of the Banquet Event Order (BEO) or CaterTrax confirmation will be emailed. Once received, BEO/CaterTrax is the contract. Please review it carefully and if everything is correct, please email catering@duq.edu, or call the Catering Office at 412-396-6623, to confirm at least five (5) business days prior to your event. Email approval is allowed for most university events. If the BEO still requires changes, please contact the Catering Office.

Final Guest Count/Changes

When booking the event, the expected guest count should be as accurate as possible. This number should be within 20% of your final guarantee to insure that no unnecessary costs are incurred by Catering. Please call or email the Catering Office with the guaranteed number of guests at least three (3) business days prior to the event. Alterations to the order, including count changes and times, must either be emailed back to catering@duq.edu, placed with a Change Request on CaterTrax, or called in to us at 412-396-6613. Parkhurst/Duquesne Catering Services will plan, invoice, and purchase food based on this number. Adjusting the number may incur an additional charge if changes are made after the deadline.

Cancellations

In the event of cancellations, notification is required a minimum of three (3) business days prior to the event. Failure to inform our department of cancellation will result in billing for fifty percent (50%) of the function, and for any specialty products ordered for the event.
Room Access
We do not have key access to many rooms or buildings on campus. It is the client’s responsibility to make sure that facilities are open at least 30 minutes prior to the order time for efficient setup of the event. An additional service fee may be incurred if Catering Services has to come back or wait for a room or building to be opened.

Special Dietary Restrictions
It is the responsibility of the event host to determine if any special menus are needed for their guests. We are able to accommodate nearly any special meals with advance notice. Specific information regarding the guests’ names and dietary requirements must be provided to the Catering Office at least three (3) business days in advance. Last minute orders take time to prepare and the guests may have to wait for the meals or we may not be able to meet the requirements of the guests depending on the requests. If you are unsure of your guests’ preferences, we recommend that you order extra meals to accommodate the growing number of vegetarian and gluten-free requests.

Leftover Food & Beverages
State of Pennsylvania regulations do not allow us to release leftover food to you or to your guests. Food items must be properly chilled, stored, heated, and served. When food is not handled correctly, it is very susceptible to foodborne illness. We cannot ensure that proper safety measures are followed after the food leaves the monitored and controlled environment of the event, thus creating a health concern.

China/Glassware
Events held within the Duquesne Union Building or Power Center Ballroom will be provided with china unless otherwise designated or at the discretion of the Catering Office. Events held in other areas will be provided with disposable ware unless otherwise requested or at the discretion of the Catering Office.

On campus, china and glassware service outside the Duquesne Union Building and Power Center Ballroom will require an additional charge of $3.00 per person.

Parkhurst/Duquesne Catering Services embraces a sustainable ideology by offering an array of environmentally friendly service ware. Costs of these product lines fluctuate. Please discuss these products for the event with the Catering Office.

Attendants/Wait Staff
All meal prices include attendants and culinary professionals appropriate for the guest count. If an attendant is requested for an event not requiring normal wait staff service, $25 per hour per attendant will be charged. Culinary professional fees are $40 per hour. Attendant/culinary fees include setup and cleanup times. Additional charges will be incurred if the event is held off-campus.

Attendants and wait staff at your event will be at the discretion of the Catering Office. Any catered event for more than 25 guests will require wait staff when deemed necessary by the Catering Office.
Linens
House linens are included in the price of food events (hot breakfast, lunch, and dinner functions). Continental breakfasts, coffee/afternoon breaks, and cocktail receptions will include linen for the food tables only. House linens are standard white lap-length tablecloths with choice of white, navy, or red cloth napkins. Additional house linens required for extra tables such as registration, vendors, setup, and the like will be charged a nominal fee of $5.00 each. Other sizes and colors of linen may be ordered upon your request and will be charged accordingly (average price is $10.00-$20.00 each). Please call the Catering Office at 412-396-6623 for more information and options.

Pricing
We reserve the right to adjust or change pricing based on location, seasonal availability, and current market price of products found in this catering guide. Once the contract is signed, the prices are guaranteed. All prices in this guide are based upon service within the Duquesne University campus.

Sales Tax
A 7% sales tax will be charged to all external events. If you, or your organization, is tax exempt, a copy of your tax exempt certificate will be required prior to your event.

Service Charge for Attendant/Wait Staff Events
There will be an 18% service charge added to the final bill of your event. This service charge will be applied to any event requiring more than basic delivery and setup service. This charge helps cover the costs of the hours needed to prepare and plan each function. It helps offset labor and administration costs, use of our equipment, kitchen essentials and preparation time, liability and workers’ compensation insurance fees, various supplies, and other operating expenses. The service charge is not a tip or gratuity for the benefit of employees.

Equipment Rental
Parkhurst/Duquesne Catering Services has an excellent inventory of catering equipment and service wares. Should your event require additional equipment or service wares in addition to our on-site inventory, the Catering Office would be happy to handle these arrangements. The cost of these rentals will be added to your final bill.

Department of Health Policy
Pennsylvania Department of Agriculture (Department of Health) Policy states: “No food prepared in a private home or processed in a place other than a commercial food processing establishment shall be sold or used in the preparation of foods offered for sale, sold or given away.” Only food that is prepared in a licensed food service establishment may be served at catering events.

Due to insurance liability, the university must prohibit student organizations from cooking for large groups.

Catering Policies & Guidelines continued on next page.
**Alcoholic Beverage Policy**

State law does not permit Duquesne University to provide alcoholic beverages to non-university events. However, non-university events receiving permission to have alcohol are required to use Duquesne University trained bartenders who are TIPS Certified. Non-university events must provide their own alcohol, and it must be removed once the event is over. Cash bars are not permitted.

**Payment**

Non-university groups are required to provide a 50% deposit two (2) weeks prior to the event date. The remaining balance will be due at the conclusion of the event based upon the final guaranteed guest count. Additionally, non-university groups are subject to 7% sales tax, unless a tax-exempt certificate has been submitted.