



## Corporate Catering Planning Guide

Thank you for considering Lantern Catering for your business catering needs!

From a casual office lunch, to impressing VIP clients, to all day conferences or a special reception, Lantern Catering has a variety of menu packages and prices to fit your needs and budget. Our helpful and friendly staff can help guide you through not only a menu but china, linens, tables and chair rentals as well. Choose from one of these packages or design your own.



contact us now to start your personal catering experience

email us: [info@lanterncatering.com](mailto:info@lanterncatering.com) visit our website: [www.lanterncatering.com](http://www.lanterncatering.com)

- OUR KITCHEN NOW USES ONLY ORGANIC FRUITS AND VEGETABLES!



## Welcome to Lantern Catering!

Corporate Packages: All of our packages are a bit different to help meet your event needs and can be modified or you can design your own based on your vision or theme. Prices are per person and based on 30 guests. Pricing may be higher or lower based on your guest count and current market prices.

Levels of Service: Lantern Catering has several different levels of service to choose from and we are happy to assist you in determining which level of service is right for your corporate event, from drop offs, to full service, to passed hors d'oeuvres.

Alcohol: Lantern Catering does not have a liquor license and cannot provide you with alcoholic beverages for your event; however, we can assist you in planning and coordinating your bar services. We can also hire professional bartending services for you.

Event Rentals: We can assist you in renting tables, chairs, china, silverware, glassware, linens, etc. for your event from a third party rental company. We will place the order, set the delivery time, ensure it is set up for the event and arrange for pick up as well. There is a 20% rental coordination fee for this service.

Disposables: Lantern Catering is proud to use an Eco Product line of disposables. These disposables are renewable, compostable plant ware. For drop offs, we use the eco product trays, bowls and serving spoons which are included. You can also add eco products disposables for your guests for \$1.95/person which includes utensils, plates, and napkins. Beverage cups for \$0.25/person. To keep food hot, you can also add on disposable chafing dishes and fuel for \$10 each.

- OUR KITCHEN NOW USES ONLY ORGANIC FRUITS AND VEGETABLES!

Venues: There are many wonderful indoor and outdoor facilities in the Bay Area to hold your corporate event if you need a location outside your office. Some venues allow outside catering and some have their own in house catering. Before booking your caterer determine the venue's policy on outside caterers. We are happy to call your venue and inquire for you as well. A list of preferred venues is available upon request.

Referrals/Vendors: We are happy to refer other event professionals to help complete your event needs such as florists, bakeries, musicians, photographers, DJ's, and more just ask us!

### Our Policies:

#### Event Coordination:

Events of 100 guests or more are charged a mandatory Event Manager fee of \$250 to assist in managing the servers, bartenders and the flow of service. Events with large or intricate menus or guest count will be charged a \$250 fee for on-site chef/cooks.

Lantern Catering services include up to 2 in person meetings for planning and managing your event and site visits. Any additional meetings you require for planning your event are billed at \$30/hour and are included on your final invoice.

#### Estimated Minimum Guest Count and Time Duration:

The fees and pricing quoted above are estimates based on the client's guaranteed minimum guest count and time duration. If more guests are served or Lantern Catering services are needed for additional time not included in the client's estimated time duration, we reserve the right to charge for the additional food, beverage, labor and services required. If fewer guests attend or less time is needed, Lantern Catering will still be paid according to the guaranteed minimum guest count and time duration set 3 days prior to event date when final changes are due.

#### Food:

Any changes to the catering agreement must be made by 3 days prior to the event date. Lantern Catering guarantees to prepare and serve 5% over your guaranteed minimum guest count. We try our best to accommodate all your guests to the best of our abilities, but we do not guarantee food for late arriving guests. No leftovers or to-go boxes will be given to the client when the event is over and leftovers remain property of Lantern Catering due to food borne illness safety guidelines from the State of California Health Department. Lantern Catering takes extra care and precaution to prevent food borne illness by properly preparing, storing, and purchasing our food from reputable sources; therefore, we will not serve food at your event from outside or personal sources. In the case

- OUR KITCHEN NOW USES ONLY ORGANIC FRUITS AND VEGETABLES!

of leftover food, the food will be donated to the local White Pony Express, at the discretion of the onsite chef and cooks. You can learn more about White Pony Express at [www.whiteponyexpress.org](http://www.whiteponyexpress.org).

#### Liability:

Lantern Catering is not responsible for any damage done to property, rented equipment or any loss caused by guests at the event. Any fees from the rental company for lost, broken or damaged equipment caused by guests will be billed to the client.

#### Service Fee:

A 20% service charge (15% for drop off) will be included in the final billing on all food, beverage, and labor. The service charge is an industry standard and covers the time for menu creation and revisions, site visits, kitchen costs and prep time, fuel and transportation up to 15 miles, energy costs, liability insurance fees, and all necessary permits and administrative expenses. Please note that the service charge is taxable based on California State Regulation 1603 (g).

#### Gratuity:

Gratuity is not necessary but always appreciated!

#### Deposit and Cancellations:

An initial deposit of 50% of the estimated final costs is required to book Lantern Catering for an event. For cancellations, the full deposit minus a \$150 nonrefundable booking fee will be refunded if event is cancelled before 7 days of event date. If cancellation notice is given less than 3 days before the event, no refund of the deposit will be given.

Final balance is due on or before your event date, payable by check or credit card.

#### Food Allergies/Special Diets:

Lantern Catering can accommodate most special diets or requests, just ask!

We believe that food should taste delicious and nourish your body, so we are committed to using the healthiest ingredients possible. We currently use only organic fruits and vegetables in our catering kitchen and in all our dishes.

**Now, on to the best part—the menus!**

- OUR KITCHEN NOW USES ONLY ORGANIC FRUITS AND VEGETABLES!



## Breakfast Packages

\$500 minimum, prices do not include labor, tax, fees, rentals, and disposables.

Eco friendly disposables available upon request for \$1.95 per person.

Disposable chafing dishes and fuel are available upon request for \$10/ea.

### California Continental \$8.99/person

- ~seasonal fresh fruit salad
- ~gluten free blueberry muffins
- ~assorted artisan bagels, cream cheese, sliced tomato

### Sunshine Starter \$9.50/person

- ~mini spinach and feta quiche
- ~gluten free blueberry muffins
- ~seasonal fruit salad
- ~organic yogurt & granola

### Country Breakfast \$12.95/person

- ~pasture raised scrambled eggs
- ~homemade biscuits butter, jam and gravy
- ~seasonal fresh fruit salad
- ~thick pepper bacon & gluten free chicken apple sausage
- ~russet breakfast potatoes

- OUR KITCHEN NOW USES ONLY ORGANIC FRUITS AND VEGETABLES!

## Coffee & Beverages

### Peets coffee/Tazo tea station \$2.75/person

includes regular, decaf, hot water, assorted tea bags, creamers, sugars, stir sticks,

### Bottled juices \$2.00/person

Assorted orange juice, apple juice, etc

### Peets coffee station \$2.25/person

includes regular, decaf, creamers, sugars, stir sticks,

### Bottled water \$1.50/person

## Breakfast Stations

Requires on site chef

### Omelet Station \$9.95/ person

made to order omelets with pasture raised scrambled egg and the choice of the following fillings: mushrooms, green onions, spinach, tomatoes, ham, bacon, sausage, peppers, avocado, cheddar cheese, feta cheese

### French Toast Bar \$9.95/ person

Made to order crème brulee battered thick cut sweet Polynesian pan bread with choice of toppings: fresh sliced strawberries, and blueberry compote, toasted pecans, powdered sugar, fresh whipped cream, and maple syrup

Served with seasonal fresh fruit salad

- OUR KITCHEN NOW USES ONLY ORGANIC FRUITS AND VEGETABLES!

Breakfast Burrito Station \$9.95/person

made to order burritos with pasture raised scrambled egg, cheese and flour tortillas with the choice of the following fillings:

veggie: mushrooms, olives, arugula, sundried tomatoes, onions

protein: black beans, bacon, sausage

toppings: salsa, sour cream, guacamole

- OUR KITCHEN NOW USES ONLY ORGANIC FRUITS AND VEGETABLES!



## Lunch/Dinner Packages

\$500 minimum, prices do not include labor, tax, fees, rentals

Eco friendly disposables available upon request for \$1.95 per person.

Disposable chafing dishes and fuel are available upon request for \$10/ea.

### Boxed Lunch: \$10.99/person

~choice of sandwich on ciabatta: smoked turkey pesto,

italian meat sub, or grilled vegetarian

~choice of salad: blue cheese and apple

potato salad, or classic caesar salad

~gluten free chocolate chip cookie, apple, chips

Substitute gluten free bread for additional  
\$1.00/person

### The Wraps \$12.99/person

~Cranberry Cherry Chicken Salad  
Wrap halves

with spring mix and tomato basil flour tortilla

~ SW Veggie Wrap halves

beans, corn, jack cheese, and chipotle ranch with spinach tortilla

~Rueban Wrap halves

pastrami with cole slaw, 1000 island, and swiss cheese

~House Made Hickory Chips

~gluten free chocolate chip cookies

Substitute gluten free tortillas for an additional \$1.00/person

- OUR KITCHEN NOW USES ONLY ORGANIC FRUITS AND VEGETABLES!



The California \$12.99/person

- ~chicken saltimbocca prosciutto wrapped with sage and brown butter
- ~lemon orzo pasta salad with asparagus and cherry tomatoes
- ~citrus salad with mesclun mix, pickled red onions, goat cheese, citrus segment, and a red wine vinaigrette
- ~ mini salted caramel crème brulee

The Spa : \$11.99/person

- ~assorted tea sandwiches: portobello with herbed cream cheese, chicken salad, and turkey apple brie
  - ~ grilled vegetable crudité with citrus vinaigrette
  - ~ seasonal fresh fruit salad
  - ~ mini tarts – lemon raspberry and key lime blackberry
- Substitute gluten free bread for an additional \$1.00/person

Trio of Sliders \$14.50/ person

- ~mini bbq boneless beef short rib sliders
- ~chilled lobster roll sliders
- ~gourmet burger sliders
- ~hickory housemade potato chips
- ~classic caesar
- ~ mini cupcakes vanilla or chocolate

Vegetarian Beet Slider may be substituted at no additional cost for any of the above slider options

All American BBQ: \$14.99/ person

- ~gluten free bbq chicken and bbq ribs
- ~blue cheese and apple potato salad or smoked cheddar mac n cheese
- ~classic caesar salad
- ~house made hickory chips
- ~gluten free chocolate chip cookies

Gourmet Mac & Cheese Bar: \$13.95/ person

- ~smoked cheddar cream sauce, bacon, broccoli, mushrooms, crispy fried onions, green onions, and bread crumbs.
- ~sliced grilled chicken and beerbaque pulled pork
- ~classic caesar salad
- ~mini cupcakes, vanilla or chocolate

The Bistro \$15.95/ person

- ~beef tenderloin tips with red wine demi glaze and lemon and herb chicken breast
- ~three cheese ravioli with sweet pea pesto
- ~white truffle mashed potatoes
- ~ strawberry and champagne salad
- ~rosemary focaccia and whipped butter
- ~mini cupcakes, vanilla or chocolate

- OUR KITCHEN NOW USES ONLY ORGANIC FRUITS AND VEGETABLES!

## Beverages

### Peets coffee/Tazo tea Station \$2.75/person

includes regular, decaf, hot water, assorted tea bags,

creamers, sugars, stir sticks.

### Peets coffee station \$2.25/person

Includes regular and decaf, creamers, sugar, stir sticks

### 3 Beverage Station \$3.95/person, 2 Stations \$2.95 1 Station \$1.95

spa water, ice tea, &strawberry lemonade

### Assorted Sodas \$1.50/person

coke, diet coke, sprite

### Sparkling Waters \$2.50/person

assorted plain and flavored sparkling beverages

### Bottled water \$1.50/person

- OUR KITCHEN NOW USES ONLY ORGANIC FRUITS AND VEGETABLES!



## Reception Hors d'oeuvres Platters

\$500 minimum, prices do not include labor, tax, fees, rentals

Eco friendly disposables available upon request for \$1.95 per person.

All platters come with approx. 50 pieces

### Sushi Platter \$125

assorted rolls: tuna avocado rolls, California rolls and veggie rolls

### Antipasto Platter \$175

with assorted artisan cheeses, fruit preserves, toast points, olives, cured meats, grilled marinated vegetables, fresh fruit

### Satay Trio, \$165

grilled marinated chicken, beef, and shrimp skewers with coconut thai peanut sauce

### Bruschetta Platter \$99

assorted bruschetta toppings on crustini: heirloom tomato basil and ricotta, roasted eggplant and tahini, olive tapenade

- OUR KITCHEN NOW USES ONLY ORGANIC FRUITS AND VEGETABLES!

## Reception Food Stations

Requires on site chef, all food stations are "made to order" stations

### Mac n Cheese Station \$14.95/person

gourmet mac n cheese with cavatappi noodles and smoked cheddar cream sauce with assorted toppings: broccoli, mushrooms, bacon, bread crumbs, crispy fried onions, scallions, beerbaque pork and blackened chicken

### Taco Station \$15.95/person

3 tacos built to order (1 of each flavor per person)

beef tenderloin chimichurri with cotija cheese, pomegranates, and avocado relish

maple leaf farm shredded duck tacos with avocado relish and jicama and bing cherry slaw

fajita veggie with seasonal local vegetables grilled with a citrus achiote marinade, cotija cheese and avocado relish

tricolor tortilla chips with fire roasted salsa

### Slider Station \$15.95/person

mini bbq boneless beef short rib sliders, chilled lobster roll sliders, gourmet burger sliders (1 of each flavor per person), housemade hickory chips, classic Caesar salad

### Southern BBQ Station \$16.95/person

curly's bbq st louis pork ribs with our classic red wine bbq sauce,

buttermilk fried chicken or bbg grilled chicken breast, grilled marinated artichoke, fresh cornbread with honey butter and housemade hickory potato chips

c. 2017, Lantern Catering, Inc

- OUR KITCHEN NOW USES ONLY ORGANIC FRUITS AND VEGETABLES!