## Catering

Menu


## Deerfield Community School District

To order call: 764-5442 ext. 5110

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## Catering Request Form

Completed form must be sent to elementary school kitchen at least two weeks before event.
Date of request: $\qquad$ Contact Person: $\qquad$
Telephone : $\qquad$
Date of event: $\qquad$ Location of event: $\qquad$
Payment method:

1. District purchase order - submit proof of purchase order with this form.
2. Cash - person responsible $\qquad$ Telephone $\qquad$
3. Check - person responsible $\qquad$ Telephone $\qquad$
4. Activity account name $\qquad$ Item(s) Requested (e.g. student council, football, FBLA, FFA, etc.)
$\qquad$


## Special Instructions

$\qquad$
$\qquad$
$\qquad$

Equipment/containers sent
$\qquad$
$\qquad$ Request Completed by:


## Ordering Procedures

Catering services are available from the Deerfield Community School District during the school year. If you require catering services on non-school days, please make arrangements with the Food Service Manager (x5110). Additional labor charges may be incurred for catering services on non-school days.

## Ordering

Orders must be received at least two weeks before the event. If this is not possible, please call the Food Service Manager to make special arrangements.

There are two ways to order:

1. Contact the elementary school kitchen extension (5110) to place your order. A catering request form will be completed and a copy will be sent to you. If the food is to be paid for with district funds, it is your responsibility to complete a purchase request form along with the catering request form. Examples of both forms are on pages 2 and 3.
2. Obtain the catering request form (and the purchase request form if necessary for payment), complete it and send it to the Food Service Manager. You will receive notification when the form is received.

Please note that the catering request form must contain all information requested.

## Guaranteed Count

All charges will be incurred according to the quantities listed on the catering request form. Quantities may be adjusted prior to the event however, "special order" items already ordered will be charged per the original request. Due to food safety issues, credits will not be issued for returned food items.

## Prices and equipment

Prices listed in this booklet are subject to change. You will be notified at time of order if there is a price change.

Note: The contact person listed on the catering request form is responsible for returning any equipment/containers to the kitchen. You will be charged for any equipment damaged or not returned.


## Menus

| Snacks | Portion | Price |
| :--- | :--- | ---: |
| Regular Cookies (various flavors) | dozen | 2.25 |
| Dessert Bars | each | .60 |
| Donut (various shapes) | each | .60 |
| Bagel | each | .50 |
| Cream Cheese | each | .30 |
| Muffins (various flavors) | 4oz. - each | .85 |
| Muffins (various flavors) | 2oz. - each | .50 |
| Sheet Cake | 60 servings | 30.00 |
| Taco Tray with Chips | 30 servings | 15.00 |
|  | 60 servings | 30.00 |
| Vegetable Tray with dip | 30 servings | 20.00 |
|  | 60 servings | 35.00 |
| Cheese and Cracker Tray | 30 servings | 35.00 |
| Fresh Fruit | each | .60 |
| Cut Fresh Fruit Tray | 30 servings | 25.00 |
| Trail Mix (1 gallon) | 16 servings | 12.00 |
| Chocolate Chex Cereal Mix | 16 servings | 12.00 |
| Ice Cream Novelties | each | varies |
|  |  |  |
| Beverages | each | .50 |
| Juice cups - 4oz. | each | .25 |
| Milk -1/2 pint | each | 1.00 |
| Juice bottle - 16oz. | gallon | 5.00 |
| Punch | each | 1.00 |
| Bottled Water | gallon | 5.00 |
| Lemonade | cup | .25 |
| Coffee |  |  |
| "To go" Items | each | 2.75 |
| Sub Sandwich | each | 2.75 |
| Chef Salad | each | 1.50 |
| Deli Sandwich |  |  |

## Classroom Parties



Ice Cream Sundae $\$ 1.50$ per person


Cupcake or Muffin and milk \$ 1.00 per person


Soft Pretzel w/Cheese
\$ 1.00 per person


Party Sub Sandwich
\$2.75 per person


Pizza Party
\$2.25 per person

Got a different party idea? Give us a call and we can probably help. Party supplies include 1 table cloth and paper products.


## Luncheons

Luncheons are available on school days. Special arrangements must be made for luncheons scheduled during non-school days. Please call the Food Service Manager for prices and more information.

## Entrée Choices

1. Build-your-own Sub Sandwich
2. Soup and Sandwich
3. Build-your-own Taco or Burrito
4. Soup, Salad and Bread Buffet
5. Breakfast Buffet

Luncheons include dessert and beverage.

## Banquets

Arrangements for banquets must be made a minimum of three weeks in advance of the event. Please call the Food Service Manager for prices and more information.

## Entrée Choices

1. Baked Ham with pineapple
2. Sliced Roast Beef with gravy
3. Baked Pork Chops with gravy
4. Lasagna (vegetable or meat)
5. Baked Chicken (breaded or not)
6. Spaghetti and Meatballs

All dinners include dinner roll, salad, hot vegetable or relishes, potato (not included with spaghetti or lasagna), beverages and dessert.

