

Harvard Law School Conference Dining Order Form

Phone: 617.495.5538 • Fax: 617.384.9243 • Email: catering@law.harvard.edu

Today's Date: _____

Delivery Date: _____

Building/Floor/Room: _____

Function Time: _____

Set-up/Pick-up Times: _____

China: Yes/No _____ Linen: Yes/No - See next page for Sizes and Quantities

Contact Name: _____

Phone #: _____

Fax #: _____

Email: _____

Department: _____

Guest Count: _____

Event Name: _____

Qty	Breakfast Buffets	Price per Guest
	Conference Breakfast Muffins, Bagels and Danish, Butter, Plain Cream Cheese, Preserves, Orange Juice, Coffee & Tea Service	\$5.75
	Healthy Breakfast Sliced Fresh Fruit Platter, Low-Fat Natural Yogurt and Granola, Mini Muffins, Orange Juice, Coffee and Tea Service	\$8.95
	Breakfast Sandwiches Egg, Bacon, and Cheese on a Roll, Egg and Cheese on a English Muffin, Breakfast Burritos with Egg, Cheese, and Salsa, Orange Juice, Coffee and Tea Service	\$9.50
	Working Breakfast Seasonal Fruit Salad, Berry and Granola Parfaits, NY bagel, Smoked Salmon, Cream Cheese and Traditional Accompaniments, Trio of Fruit Juices, Coffee and Tea Service	\$15.00
	Hot Breakfast Scrambled Eggs, Bacon, Breakfast Sausage, Home Fries, French Toast, Warm Berry Compote, Sliced Fresh Fruit, bagels, Cream Cheese, Butter, Preserves, Orange Juice, Coffee and Tea Service	\$15.50

Qty	Breakfast Add Ons	Price per Guest
	Cinnamon Buns	\$2.00
	Tea Breads	\$2.00
	Croissants	\$2.00
	Sliced Fresh Fruit	\$2.25
	Whole Fruit	\$1.00
	Fruit, Granola and Yogurt Parfaits	\$2.50
	Individual Yogurts	\$1.50
	Granola Bars	\$1.25
	Assorted Cold Cereals served with Milk	\$2.20
	Coffee and Tea Service	\$2.50
	Bottled Juices	\$1.45
	Fresh Fruit Smoothies	\$3.00

Qty	Pizza (8 slices per pizza)	Price per Pizza
	Cheese Pizza	\$8.95
	with Peppers	\$9.95
	with Mushrooms	\$9.95
	with Pepperoni	\$9.95
	with Sausage	\$9.95
	with Meatballs	\$9.95
	Other:	

Qty	Sandwich Luncheon	Price per Guest
	Basic Sandwich Luncheon Select 3 Sandwiches or Salads, served with Bag of Chips, Freshly Baked Cookie and Assorted Soda and Pitchers of Water	\$7.75
	Classic Sandwich Buffet Select 4 Sandwiches, served with your Choice of Pasta, Potato, or Mixed Green Salad, Freshly Baked Cookies, Hand Fruit and Assorted Soda and Pitchers of Water	\$9.75
	Upscale Sandwich Buffet Select 4 Sandwiches, served with Mesclun Salad with Dressing, Select 1 Antipasto Salad, Seasonal Fruit Salad, Bag of Potato Chips or Pretzels, Freshly Baked Cookies, Brownies, and Blondies and Assorted Soda and Pitchers of Water	\$12.50

Qty	A la Carte Afternoon Snacks	Price per Guest
	Assorted Cookies	\$0.95
	Chocolate Brownies or Brownies	\$1.05
	Assorted Dessert Bars	\$1.95
	Whoopie Pies	\$3.00
	Cupcakes	\$3.00
	Rice Krispie Treats	\$1.00
	Assorted Mini Pastries and Tarts	\$4.50
	Fresh Fruit Platter	\$2.25
	Whole Fruit	\$1.00
	Individual Bags of Potato Chips or Pretzels	\$1.25
	Sea Salted Fresh Pretzels	\$0.90
	Hummus with Pita Chips	\$3.95
	Salsa and Guacamole with Tortilla Chips	\$4.50
	Other:	

Basic Sandwich and Salad Options		Quantity
<input type="checkbox"/>	Roasted Turkey with Swiss, Lettuce and Tomato	
<input type="checkbox"/>	Ham and Provolone with Lettuce and Tomato	
<input type="checkbox"/>	Chicken Caesar Wrap	
<input type="checkbox"/>	Lemon Tuna Salad with Lettuce and Tomato	
<input type="checkbox"/>	Grilled Vegetables with Hummus	
<input type="checkbox"/>	Turkey Cobb Salad	
<input type="checkbox"/>	Chicken Caesar Salad	
<input type="checkbox"/>	Greek Salad	
<input type="checkbox"/>	Garden Salad	

Qty	Beverages	Price per Item
	Coffee and Tea Service	\$2.50
	Sparkling Water	\$1.60
	Lemonade	\$1.40
	Iced Tea	\$1.40
	Assorted Sodas	\$1.45
	<input type="checkbox"/> Coke <input type="checkbox"/> Diet Coke <input type="checkbox"/> Ginger Ale <input type="checkbox"/> Sprite <input type="checkbox"/> Diet Sprite	

Classic Sandwich and Upscale Sandwich Options		Quantity
<input type="checkbox"/>	Italian Sub	
<input type="checkbox"/>	Roasted Turkey, Pear, St. Andre Brie, Bibb Lettuce and Cranberry Mayonnaise	
<input type="checkbox"/>	Grilled Tandoori Chicken, Cucumber and Mango Chutney	
<input type="checkbox"/>	Roast Beef, Crispy Onions and Bleu Cheese	
<input type="checkbox"/>	Vine Ripened Tomato, Fresh Mozzarella, Arugula and Basil Aioli	
<input type="checkbox"/>	Roasted Portobello Mushrooms, Roasted Peppers, Manchego and Olive Tapenade	
<input type="checkbox"/>	Brie, Watercress, Cucumbers and Tomato	

Account Number: You must provide 33 Digit Acct # Below

Salad and Antipasto Options		Quantity
<input type="checkbox"/>	Classic Caesar Salad	
<input type="checkbox"/>	Mesclun Greens with Balsamic Dressing	
<input type="checkbox"/>	Roasted Yukon Gold Potatoes, Whole Grain Mustard	
<input type="checkbox"/>	Asian Sesame Noodle Salad	
<input type="checkbox"/>	Toasted Pearl Cous Cous Salad	
<input type="checkbox"/>	Grilled Seasonal Vegetables	
<input type="checkbox"/>	Penne with Baby Arugula, Roasted Cremini Mushrooms and Balsamic Reductio	

Office Use Only	
Food & Beverage:	
China:	
Linen:	
Unreturned Equipment:	

Special Requests/Notes:

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Event Name: _____

Qty	Reception Stationary Hors D'Oeuvres	Priced per Guest
	Spinach and Artichoke Dip served with Pita Chips	\$3.95
	Hummus or Baba Ghanoush served with Pita Chips	\$3.95
	Domestic Cheese Board	\$4.50
	International Cheese Board	\$6.00
	Crudite Platter	\$4.50
	Bruschetta Bar • Olive Tapenade, Chunky Tomatoes, Basil, and Arugula Pesto	\$6.00
	Baked Brie en Croute with Roasted Pears (with Baguettes and Assorted Crackers)	\$2.00
	Middle Eastern Station	\$10.50
	Italian Antipasto • Prosciutto • Sopressata • Genoa Salami • Parmigiano Reggiano • Fresh Mozzarella • Sliced Tomatoes • Marinated Baby Artichokes • Red and Yellow Roasted Peppers • Mushrooms and Marinated Olives • Rustic Italian Breads	\$10.50

Qty	Table Set Up	Price per Linen
	Banquet Linen - 6 Foot Table	\$3.50
	Banquet Linen - 8 Foot Table	\$3.50
	90 x 90 Linen - 60" Round Table	\$5.50
	120" Round Linen - covers 60" Round Table to the floor	\$10.25
	120" Round Linen - Covers High Top Table	\$10.25
	Box Drape a Panel Table	\$9.75
	Other:	

Qty	Pub Menu	Price per Guest
	Chicken Wing Bar (choose 3 of the following flavors) Carrots and Celery with Bleu Cheese Dip	\$5.95
<input type="checkbox"/>	Original	
<input type="checkbox"/>	BBQ	
<input type="checkbox"/>	Ginger Lime	
<input type="checkbox"/>	Teriyaki	
<input type="checkbox"/>	Buffalo	
	Mozzarella Sticks with Marinara Sauce	\$3.95
	Hot Nacho Dip with Tortilla Chips	\$2.95
	Mini Quesadillas with Cilantro Sour Cream	\$2.95
	Chicken Tenders with Honey Mustard and BBQ Sauce	\$4.95
	Salsa and Guacamole served with Tortilla Chips	\$4.50

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Qty	5 Foot Sub (each sub serves 36 guests)	Price per Sub
	Italian Sub	\$144.00
	Turkey Sub	\$126.00
	Vegetarian Sub	\$108.00

Special Requests/Notes:
