

EMERALD COAST  
CONVENTION CENTER

catering by aramark

# CATERING MENU



# Welcome

Rediscover the fine art of dining — the pleasure of leisurely sharing a great meal with great people.



Savor the tastes, textures and aromas of our food and beverage offerings, admire the presentation of each dish or drink, and surrounded yourself with pleasant conversation and laughter. Bring people together in an age old tradition built on a foundation of community and comfort. To break bread together and share a meal is to share a moment in time with comrades and to nourish the body and soul.

Reconnect with the land and water, the origins of food. Our commitment to

preparing the best meal extends beyond production and presentation to include the entire food purchasing process. By partnering with local farmers, growers, fishermen and producers, and by expanding our supply chain to include diverse vendors, we have access to the best available ingredients and a network of suppliers that share our dedication to sourcing sustainable menus.

The best events are successful when conversations are open, participants are engaged and the experience exceeds expectations. The best meals are prepared from the freshest, seasonal ingredients. Simple, honest food should excite the senses, tempt the palate and enhance the atmosphere. By combining great meals with great events we hope to provide you and your guests with an experience they'll always remember.

The enclosed menus provide a preview of our culinary capabilities. The entire team at the Emerald Coast Convention Center welcomes you. We are thrilled to open our kitchens and extend our services, and we look forward to enhancing your event experience. Please do not hesitate to contact your sales manager directly for more information.

# Continental Breakfast

Includes Orange Juice (84 cal per 6oz serving), Coffee, Water Service

Price per Person, 25 Person Minimum

Served on Disposable Ware

*(Linen Not Included)*

## Coastal Continental

Mini Muffins (80-90 cal each), Danish (120-170 cal each) Mini Bagels (210 cal each)

Butter (35 cal each), Fruit Preserves (25 cal each), Cream Cheese (35 cal each)

13

## Emerald Continental

Seasonal Sliced Fruit, Berries (10-20 cal per 1oz)

Assorted Fruit Yogurt (50 cal per cup), Granola (110 cal per 1oz)

Mini Muffins (80-90 cal each), Danish (120-170 cal each)

Scones (190-210 cal each) Butter (35 cal each), Fruit Preserves (25 cal each)

17

## Grand Continental

Seasonal Sliced Fruit, Berries (10-20 cal per 1oz)

Mini Muffins (80-90 cal each), Danish (120-170 cal each)

Scones (190-210 cal each)

Assorted Breakfast Sandwiches (440-580 cal each)

20



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# Breakfast Buffet

Includes Orange Juice (84 cal per 6oz serving), Coffee, Water Service  
Assorted Bakeries (80-210 cal each), Sliced Fruit (10-20 cal per 1oz)  
Price per Person, 25 Person Minimum  
Full China Service, Linen Included

## Souder

Scrambled Eggs (160 cal per 4.2oz)  
Brown Sugar Pepper Bacon (50 cal per slice)  
Home Fried Potatoes (150 cal per 4.6oz),  
Biscuits (180 cal each), Sausage Gravy (200 cal per 2oz)  
22

## Coaster

Creole Eggs Benedict (500 cal per serving)  
*Biscuit, Scrambled Eggs, Country Ham, Cajun Hollandaise*  
Andouille Sausage (180 cal per 2oz serving)  
Bacon (90 cal per 2 piece serving)  
Smoked Gouda Grits (290 cal per 3oz serving)  
Roasted Breakfast Potatoes (130 per 4.2oz serving)  
25



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# Breakfast Plated

Includes Orange Juice (84 cal per 6oz serving), Coffee, Water Service  
Assorted Bakeries (80-210 cal each),  
Price per Person, 25 Person Minimum  
Full China Service, Linen Included

## Classic

Scrambled Eggs (160 cal per 4.2oz serving)  
Bacon (90 cal per 2 piece serving),  
Smoked Sausage (180 cal per 2oz serving)  
Home Fried Potatoes (150 cal per 4.6oz serving)  
22

## Island

Crawfish Chorizo Quiche (230 cal per 6oz slice)  
Brown Sugar Pepper Bacon (50 cal per slice)  
Sweet Potato Hash (140 cal per 4.7oz)  
26

## Breakfast Enhancements

*By the Dozen*

Fruit Yogurt Parfait (230 cal per 7oz serving)  
6  
Mini Coffee Crumb Cake (750 cal per 7.8oz slice)  
4



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# À la Carte

## BAKERIES by the dozen

Fresh Baked Cookies (160-190 cal each)	24
Brownies (180 cal each), Blondies (220 cal each)	26
Breakfast Pastries (80-210 cal each)	28
Egg, Sausage and Cheese on Buttermilk Biscuit (560 cal each)	72
Egg, Canadian Bacon and Cheese on Croissant (440 cal each)	72
Egg, Bacon and Pepper Jack Breakfast Burrito (640 cal each)	72

## ASSORTED SNACKS by the dozen

Granola Bars, Cereal Bars, Trail Mix (90-270 cal each)	30
Hard Boiled Egg (80 cal each)	24
Whole Fruit (60-130 cal each)	24
Assorted Fruit Yogurt (50 cal each)	24



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# Boxed Set

Includes Island Style Coleslaw (130 cal per 4oz serving)  
 Chips (150 cal per serving), Cookie (120 cal each), Bottled Water  
*(Linen Not Included)*

## Italian Sub Sandwich

Ham, Salami, Pepperoni, Provolone, Red Onion, Green Leaf, Tomato, Roasted  
 Red Pepper Aioli, Hoagie Roll (790 cal per serving)  
 19

## Turkey Bacon Club

Smoked Turkey, Crispy Bacon, Cranberry Relish, Green Leaf, Tomato, Croissant  
 (675 cal per serving)  
 19

## Southwest Grilled Chicken Wrap

Grilled Chicken, Cheddar Cheese, Black Bean and Roasted  
 Corn Salsa, Chipotle Mayonnaise, Green Leaf, Tomato  
 Herb Wrap (890 cal per serving)  
 19

## Chicken Caesar Salad

Marinated & Grilled Chicken Breast, Romaine  
 Garlic Croutons, Shredded Parmesan, Newman's  
 Own Caesar Dressing (660 cal per serving)  
 19

## Mediterranean Veggie Ciabatta

Hummus, Sliced Cucumber, Romaine, Tomato, Feta  
 Cheese, Pickled Red Onion (490 cal per serving)  
 17



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# Casual Lunch Buffets

Includes Iced Tea Service, Water Service,  
Price per Person, 25 Person Minimum  
Full China Service, Linen Included

## The Triple Play

Turkey and Cheddar Wrap (245 cal per half wrap)  
Ham and Swiss Wrap (220 cal per half wrap)  
Sun-Dried Tomato and Orzo Salad (330 cal per 4oz serving)  
Caesar Salad, Parmesan, House-Made Croutons (310 cal per 4oz serving)  
Assorted Crackers (20 cal per each)  
Choice of Chef's Specialty Seasonal Soups (180-340 per 8oz serving)  
20

## Emerald Deli

Smoked Turkey, Honey Ham (70 cal per 2oz serving),  
Roast Beef (70 cal per 2oz serving)  
Assorted Cheese Slices (100-110 cal per slice)  
Green Leaf, Tomato, Red Onion, Pickles (5-10 cal per 1oz)  
Kaiser, Ciabatta, Marble Rye (170-240 cal each)  
Gourmet Spreads (20-60 cal per .5oz serving)  
Fresh Kettle Chips (154 cal per 1oz serving)  
Harvest Crunch Salad (260 cal per 3oz serving)  
24



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# Casual Lunch Buffets

## Backyard Grill

5oz Angus Burgers (440 cal each), All Beef Jumbo Franks (240 cal each),  
Marinated Grilled Chicken Breasts (250 cal each)  
Island Style Coleslaw (130 cal per 4oz serving)  
Cowboy Baked Beans (120 cal per 5oz serving)  
Assorted Buns and Breads (140-230 cal each)  
Gourmet Spreads (10-61 cal per .5oz)  
23

## Taco Bar

Seasoned Ground Beef (290 cal per 4oz serving)  
Jalapeño Lime Chicken (110 cal per 4oz serving)  
Refried Black Beans (150 cal per 5oz serving)  
Spanish Rice (150 cal per 3oz serving)  
Lettuce (5 cal per 1oz), Shredded Cheddar (110 cal per 1oz)  
Pico de Gallo (7 cal per 1oz), Sour Cream (50 cal per 1oz)  
Soft & Crispy Shells (50-90 cal each)  
Tortilla Chips (140 cal per 1oz)  
23



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# Breaks

Minimum 25 guests  
Served on Disposable Ware  
(Linen Not Included), Price per Person

## The Spa

Fruit Kabobs (5-15 cal each), Honey Yogurt Dip (35 cal per 1oz)  
Mixed Nuts (170 cal per 1oz), Trail Mix (120 cal per 1oz)  
Hummus (65 cal per 1oz), Crisp Vegetable Sticks (5-10 cal per 1oz)  
11

## Ball Park

Soft Pretzels (360 cal each), Spicy Mustard (20 cal per .5oz)  
Nathan's Mini Hot Dogs (210 cal each)  
Popcorn (15 cal per 1oz), Roasted Peanuts (650 cal per 4oz)  
12

## Salty & Sweet

Assorted Candy Bars (160-300 cal each)  
Assorted Individual Bags of Chips (210-240 cal each)  
Pretzels (270 cal each)  
Trail Mix (280 cal each)  
7



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# Breaks

## Beverages

Regular or Decaffeinated Coffee (gallon)	34
Starbucks Regular or Decaffeinated Coffee (gallon)	38
Iced or Hot tea (gallon)	28
Fruit Juices (gallon) (60-80 cal per 6oz serving)	36
Fruit Punch, Lemonade (gallon) (90-110 cal per serving)	28
Fruit Juices, Assorted (each) (140 cal each)	3
Bottled Water (each)	2
Assorted Can Coca-Cola Products (0-150 cal each)	2



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# All Day Break

3 Breaks for 1 Packaged Price  
Disposable Service, *(Linen Not Included)*

## Continental Breakfast

Orange Juice (84 cal per 6oz serving) and Coffee, Hot Tea Service  
Infused Water Service  
Sliced Seasonal Fruit (10-20 cal per 1oz)  
Assorted Breakfast Pastries (80-210 cal each)  
Butter (35 cal each), Assorted Fruit Preserves (25 cal each)  
½ hour break service

## Mid Morning Break

Refresh Coffee, Hot Tea Service, Infused Water Refresh  
Sodas (0-150 cal each), Bottle Water  
½ hour break service

## Afternoon Break

Cheese Display (50-80 cal per .5oz)  
Fruit Garnish (5-10 cal per .5oz)  
Assorted Crackers (140 cal per 1oz)  
Assorted Cookies, Brownies, Blondies (180-220 cal each)  
Coca-Cola Products (0-150 cal each), Bottled Water  
½ hour break service  
30



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# Dinner

## Plated

Includes Iced Tea, Coffee, Water Service,  
Gourmet Rolls (110-130 cal each) with Butter (35 cal each)  
Price per Person, 25 Person Minimum  
Full China Service, Linen Included

Choose One Entrée, One Salad, Two Alternating Desserts

### Cajun Crusted Chicken Breast

Red Pepper Cream (740 cal per serving)  
Jambalaya Pilaf (140 cal per 4oz serving)  
Broccoli and Carrots (80 cal per 4oz serving)  
35

### Rosemary Infused Pork Loin

Stone Ground Mustard Ale Glaze (460 cal per serving)  
Maple Whipped Sweet Potatoes (160 cal per 4oz serving)  
Petite Green Beans, Caramelized Shallots  
(60 cal per 4oz serving)  
36

### Jerk Seared Mahi Mahi

Mango Jicama Slaw (360 cal per serving)  
Island Rice w/ Dried Pineapple, Roasted Red Bell  
Pepper (150 cal per 5oz serving)  
Grilled Squash (50 per 3.4oz serving)  
39



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# Dinner

## Bourbon Balsamic Grilled Flat Iron

Jack Daniels Demi-Glace (775 cal per serving)

Roasted Yukon Gold Potato Wedges (140 cal per serving)

Roasted Brussel Sprouts (60 cal per 3oz)

42

# Salads

## Emerald House Salad

Crisp Romaine Lettuce Mix, Cherry Tomato, Cucumber, Shredded Carrots  
(15 cal per serving)

Balsamic Vinaigrette (90 cal per 1oz), Ranch (130 cal per 1oz)

## Spinach Salad

Mandarin Oranges, Almond Slivers, Feta Crumbles (100 cal per serving)

Cranberry Vinaigrette (140 cal per 1oz)

Balsamic Vinaigrette (90 cal per 1oz)

## Caesar Salad

Romaine, Shaved Parmesan, House-Made  
Croutons (110 cal per serving)

Caesar Dressing (160 cal per 1oz serving)



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# Desserts

## Chocolate and White Chocolate Mousse

Raspberry Sauce (300 cal per serving)

## Mini Key Lime Pies

Grand Marnier Cream (290 cal per serving)

## NY Style Cheesecake

Triple Berry Compote (570 cal per serving)

## Double Chocolate Brownie

Salted Caramel Mousse (470 cal per serving)



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# Dinner Buffets

Includes Iced Tea Service, Water Service,  
Price per Person, 25 Person Minimum  
Full China Service, Linen Included

## New American

Romaine Salad, Pickled Red Onion, Candied Pecans, Cherry Tomatoes  
(130-160 cal per 2oz serving)

White Wine Braised Chicken Breast

*Shallots, Feta, Olives* (290 cal per 6oz Serving)

Bronzed Salmon

*Honey Sriracha Glaze* (235 cal per 4oz serving)

Chili Blasted New Potatoes (110 cal per 4oz serving)

Broccoli, Carrots (110 cal per 5oz serving)

Assorted Gourmet Dinner Rolls (110-130 cal each)

30

## Taste of Asia

Spinach Salad, Mandarin Oranges, Edamame,  
Toasted Almonds, Wonton Strips, Citrus Dressing  
(180 cal per 2oz serving)

Panko Sesame Chicken Breast, Ginger Lime  
Beurre Blanc (490 cal per 6oz serving)

Five Spice Steak & Pepper Skillet  
(220 cal per 6oz serving)

Vegetable Fried Rice (120 cal per 4oz serving)

Crispy Egg Rolls, Sweet Chili Dipping Sauce  
(260 cal each)

30



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# Dinner Buffets

## Smokehouse

BBQ Eight Piece Chicken

*Chipotle BBQ Sauce* (120-250 cal per piece)

House-Smoked Pulled Pork (340 per 5oz Serving)

Slider Buns (130 cal each), Pickles (5 cal each),

Shaved Red Onion (5 cal per 1oz)

Sweet Corn O'Brien (130 cal per 4oz)

Pepper Jack Mac & Cheese (290 cal per 4oz serving)

Island Style Coleslaw (130 cal per 4oz serving)

28

## Café Italia

Caesar Salad (280 cal per 3oz serving)

Parmesan Crusted Chicken Breast

*Smoked Tomato Coulis* (390 cal each)

Tri Colored Cheese Tortellini

*Wild Mushrooms Cream* (335 cal per 4oz serving)

Balsamic Roasted Vegetables (120 cal per 5oz serving)

Garlic and Sesame Breadsticks (380 cal per 2)

28



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# Add a Dessert to Your Buffet

Assorted Cookies, Brownies, Dessert Bars (160-390 cal each)

4

New Orleans Style Bread Pudding (385 cal per 5oz serving)

Whiskey Sauce

6

Stone Fruit Crumble (300 cal per 5oz serving)

6

Apple Cobbler (350 cal per 5oz serving)

6



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# Hors D'Oeuvres

(50 Pieces)

## Cold

Crostini, House-Made Boursin, Pickled Radish (150 cal each)	100
Mozzarella Caprese Skewer (45 cal each)	125
Grilled Asparagus, Prosciutto Wrapped (35 cal each)	150
Mini Quiche, Assorted Seasonal (80-140 cal each)	175
Stuffed Cherry Tomato, Smoked Chicken Salad (25 cal each)	100
Gulf Seafood Gazpacho Shooters (35 cal each)	200
Thai Grilled Shrimp, Asian Pesto (35 cal each)	175
Smoked Salmon Canapé, Goat Cheese Chive Mousse (130 cal each)	200

## Hot

Buffalo Chicken Meatballs, Chive Ranch Dressing (110 cal each)	125
Grilled Steak Skewers, Chimichurri (90 cal each)	175
Stuffed Mushroom, Spinach, Feta (70 cal each)	125
Coconut Shrimp, Mango Horseradish Glaze (70 cal each)	175
Franks in a Blanket, Whole Grain Mustard Cream (360 cal each)	125
Greek Chicken Brochette, Beet Tzatziki (55 cal each)	125
Crispy Spring Rolls, Soy Ginger Dip (110 cal each)	150
Grilled Vegetable Tarts, Ricotta, Balsamic Glaze (90 cal each)	150



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# Strolling Reception Stations

Price per Person, 25 Person Minimum

Full China Service, Linen Included

## Garden Crudités

Crisp Seasonal Vegetables and Pickled Vegetables (5-10 cal per 1oz serving)

Chive Ranch Dip (130 cal per 1oz)

5

## Cheese Board

Imported & Domestic Cheeses (90-120 cal per 1oz)

Dried Fruit and Nuts 15-130 cal per .5oz)

Assorted Gourmet Crackers (20 cal each)

9

## Antipasto

Roasted Red Peppers (20 cal per 1oz), Caprese Salad (140 cal per 3oz)

Marinated Mushrooms (20 cal per 2oz)

Grilled Vegetables, Sun-Dried Tomato Dressing (90 cal per 3oz)

Provolone (100 cal per 1oz), Salami (120 cal per 1oz)

Toasted Baguette (110 cal each)

12

## Nacho Bar

Chipotle Lime Salsa (20 cal per 2oz)

Black Bean Dip (50 cal per 2oz)

Green Chili Queso (50 cal per 2oz)

Fresh Tortilla Chips (280 cal per 2.8oz)

9



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# Strolling Reception Stations

## Mashtini Bar

Whipped Yukon Gold Potatoes (80 cal per 4oz)

Bacon Crumbles (75 cal per .5oz), Shredded Cheddar (60 cal per .5oz), Chives (0 cal), Sour Cream (25 cal per .5oz), Butter (35 cal each)

Mashed Sweet Potatoes (140 cal per 4oz)

Candied Pecans (80 cal per .5oz), Mini Marshmallows (45 cal per .5oz)

Homestyle gravy (15 cal per 1oz)

10

## Pasta Sauté Action Station

Chef Attended, Fees Apply

Grilled Chicken (70 cal per 1.5oz)

Marinated Steak Tips (100 cal per 1.5oz)

(Gulf Shrimp at an additional fee)

Alfredo (60 cal per 1oz), Marinara (15 cal per 1oz)

Pesto (70 cal per .5oz)

Penne, Linguini, Tri-Colored Cheese Tortellini

(60-200 cal per 2oz)

Grated Parmesan (50 cal per .5oz)

Fresh Herbs, Spices

15



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# Strolling Reception Stations

## Butchers Block

Carving Stations are Chef Attended, Fees Apply

Rolls (45 cal each), Butter (35 cal each), Accompanying Sauces included

Oven Roasted Turkey (92 cal per 3oz) 180  
*(Priced to serve 30)*

Ginger Glazed Ham (134 cal per 3oz) 240  
*(Priced to serve 60)*

Slow Roasted Prime Rib (340 cal per 3oz) 375  
*(Priced to serve 50)*



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# Premium Bar Services

TEAM Trained Bartender Fees Apply

Mixers, Garnishes Included

## House Beer Selections

Bud Light (140 cal per 16oz bottle)

Michelob Ultra (130 cal per 16oz bottle)

Landshark (200 cal per 16oz can)

Goose Island IPA (220 cal per 12oz bottle)

Blue Point Toasted Lager (170 cal per 12oz bottle)

## House Wine Selections

Canyon Road Chardonnay (150 cal per 6oz serving)

Canyon Road Cabernet Sauvignon (150 cal per 6oz serving)

Natura Rose (150 cal per 6oz serving)

## Premium Liquor Selections

New Amsterdam Vodka (100 cal per 1.5oz)

Bombay Sapphire Gin (100 cal per 1.5oz)

Sauza Silver Tequila (100 cal per 1.5oz)

Captain Morgan Spiced Rum (100 cal per 1.5oz)

Bacardi Silver Rum (100 cal per 1.5oz)

Jack Daniel's Whiskey (100 cal per 1.5oz)

Crown Royal Whiskey (100 cal per 1.5oz)

Dewar's Scotch (90 cal per 1.5oz)

## Specialty Cocktails Available On Request

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# ARAMARK GUIDELINES & PROCEDURES

ARAMARK is committed to bringing you and your guests the highest standards of quality in food, beverage and service. Our team has developed the following guidelines to assist you in planning your event or meeting. Please review this information and contact your sales professional directly. We will be happy to help you create an extraordinary event.

## Event Planning

### CONFIRMATION OF ORDERS

- To ensure the proper planning of your event, we request that all food and beverage specifications be received in writing by our office 45 days prior to the event.
- Upon receipt of all written food and beverage specifications, your sales professional will review them and provide you with written confirmation of the services you have ordered.
- The confirmation will be in the form of separate banquet event orders for each individual service. Signed event orders must be received by our team no less than 30 days prior to the start of the first scheduled event. New customers booking short-term events (within 30 days of the event's start date) must review, sign and return event orders upon their receipt.
- The service agreement (contract) outlines specific agreements between the customer and the caterer. The signed service agreement, along with the required deposits, must be received no less than 60 days in advance of the first scheduled event. A 10% deposit is required at the time the contract is returned. An additional 65% is due 30 days prior and the balance is due no less than five days prior to the first event. If the signed service agreement is not received by the due date stated on the contract, menu prices are subject to change. The event orders, when completed, will form part of your contract.

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## SPECIAL EVENTS

- There are a number of “special events” that require attention to complex details. These include, but are not limited to, events for more than 1,000 people, weddings and VIP functions.
- These functions typically require customized menus due to the customer’s desire for a unique event. In addition to logistical planning, specialty equipment and labor may be needed to successfully orchestrate such events. Due to these requirements, special events may be subject to earlier guarantee dates and deposits. Events requiring extraordinary use of equipment and china may incur rental charges. Please discuss this with your sales professional. Specifications for these events are to be received no less than 45 days prior to the event unless otherwise negotiated between the customer and the caterer.

## MENU PROPOSALS

In addition to designing menus for “special events”, our sales professionals are often asked to design menu proposals to meet additional customer requirements. Vegetarian, Vegan, Gluten-Free, and Allergy-Free menu items are available for all services upon request. Included in the menu planning and pricing evaluations which accompany these proposals are considerations given to the expected attendance at these events. Should an event’s attendance fall significantly below the original number expected, the proposed menu price may be subject to change.

## FLOOR PLANS FOR CATERING FUNCTIONS

- Your sales professional will review both the guest seating arrangements (floor plan) and the “behind the scenes” logistics to ensure ample space has been considered, making appropriate recommendations for both areas to create the best possible guest experience. Often, large events require catering (dishing, serving, clearing) to take place in areas that are not commonly dedicated to that purpose. In these instances, the customer and the sales professional will discuss effective solutions (such as pipe and drape) to mask food service staging areas from the guest’s view. The cost for additional equipment such as this, which may be provided by the customer’s decorating company or through the caterer, will be the responsibility of the customer.

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- Additionally, as safety is always important, we reserve the right to specify floor plans and layouts of all set-ups, seating tables, serving stations and like items to enable safe and efficient service to your event. This includes reserving necessary space dedicated to both back of house and front of house areas. This also includes service areas, breakdown areas and front of house service aisle ways. These details will be reviewed with our facility and customers prior to developing final floor plans.

## PAYMENT & CREDIT

### ACCEPTABLE FORMS OF PAYMENT

ARAMARK accepts certified or cashier's checks, money orders, American Express, MasterCard and Visa as payment for products and services. If payment is received in less than five (5) business days prior to the event, certified funds or a credit card will be required. If the customer prefers to pay by company check, a credit card authorization form is required to facilitate on-site orders.

### PAYMENT POLICY

Our policy requires full payment in advance.

### ADVANCE DEPOSIT/MASTER ACCOUNTS

- For customers who qualify for direct billing and whose orders exceed \$100,000, we require an advance deposit of 75% of the estimated total charges (10% when the service agreement is signed with the remaining 65% due no less than 30 days) prior to the start date of the first event. Caterer reserves the right to request an additional deposit or payment in full prior to the first scheduled event based upon credit history.
- To establish a master account for direct billing, please contact your sales professional. All credit applications must be returned for review no less than 90 days prior to the date of the first scheduled event. Upon credit approval, payment of the remaining balance plus any additional services ordered on site will be due upon presentation of final invoice. A finance fee of 1.5% per month (or, if lower, the maximum legal rate) will be assessed on all payments not made

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within 30 days.

#### **ADMINISTRATIVE CHARGE & TAX**

- All food and beverage items are subject to a 22% administrative charge and applicable sales tax, currently at 6%. The administrative charge is subject to applicable sales tax.
- Labor fees are subject to applicable sales tax, currently at 6%.
- “22% Administrative Charge: This administrative charge is not intended to be a tip, gratuity, or service charge for the benefit of employees and is not distributed to employees.”

## **CATERING GUIDELINES**

#### **GUARANTEES**

To ensure the success of your event(s) it is necessary we receive your “final guarantee” (confirmed attendance) for each meal function by the following schedule:

- Events up to 500 people require the final guarantee seven (7) business days prior to the first event.
- Events between 501 – 2,500 people require the final guarantee ten (10) business days prior to the first event.
- Events over 2,501 people require the final guarantee fifteen (15) business days prior to the first event.
- Please note the above schedule excludes weekends and holidays.
- Once the final guarantee is due, the count may not be decreased. For every event, the caterer shall be prepared to serve 5% over the final guarantee, up to 50 meals. The customer will be billed based on the final guarantee or the actual number of meals served whichever is greater. We will make every attempt to accommodate increases in your count after the final guarantee is due, however; any increase exceeding 10% of the final guarantee will be subject to a 10% surcharge. If the count increases within the final guarantee timeline, the 5% overage will no longer apply.

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### **CANCELLATION POLICY**

Cancellation of any convention or individual event must be sent in writing to your sales professional. Any cancellation received less than 60 days of the first scheduled event will result in a fee equal to 25% of the estimated food and beverage charges. Any cancellation received less than 30 days in advance of the first scheduled event will result in a fee of 50% of the estimated food and beverage charges. Any cancellation received after the final guarantee has been provided will result in a fee equal to 100% of the charges on the affected event order(s).

### **MINIMUM REQUIREMENT FOR MEAL FUNCTIONS**

There is a minimum guarantee of 25 people for all meal functions. If the guarantee is less than 25 people, a \$100.00 fee may apply.

### **EXHIBITOR FOOD & BEVERAGE POLICY**

Aramark is the exclusive provider of all food and beverages at the Emerald Coast Convention Center. As such, any request to bring in outside food and beverages will be at Aramark's discretion and will be considered on a case by case basis. Please inquire with your sales professional. This includes request for exhibitor amenities such as logo-bottled water, hard candies and sample products.

### **ALCOHOLIC BEVERAGES**

- No alcoholic beverages may be brought into the Emerald Coast Convention Center facilities by any person or outside service.
- An ARAMARK TIPS certified employee must dispense all alcoholic beverages.
- If any person other than ARAMARK brings in additional alcoholic beverages, then ARAMARK also reserves the right to discontinue all alcoholic beverage services.
- All alcohol purchased for an event must be dispensed by an ARAMARK TIPS certified employee and must be consumed on Emerald Coast Convention Center premises.
- Any "special order" alcohol remaining after an event, regardless of consumption

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levels, remains the property of ARAMARK and no refunds will be issued.

- Pursuant to Florida State law, it is illegal to serve alcoholic beverages to a minor less than 21 years of age. Legal identification will be requested of any individual who appears to be 30 years of age or younger.
- Any “special order” alcohol remaining after an event, regardless of consumption levels, remains the property of ARAMARK and no refunds will be issued.
- Pursuant to Florida State law, it is illegal to serve alcoholic beverages to a minor less than 21 years of age. Legal identification will be requested of any individual who appears to be 30 years of age or younger.

### **CHINA SERVICE**

All meal functions (breakfast, lunch, dinner and hors d'oeuvre buffets) are served with china and glassware, unless otherwise specified by the Customer. Continental breakfast, morning and afternoon breaks, beverage services, and exhibitor hospitality catering are routinely accompanied by high-grade disposable service-ware due to space limitations. However, if china service is requested and space permits, an additional charge of \$2.50 per person plus 22% admin fee and tax will apply.

### **PRICES**

Your ARAMARK Catering Sales Coordinator will quote prices at the time of the proposal. However, due to fluctuating market prices, the quote will be subject to change. Proposed prices will be guaranteed only if a Catering Agreement is signed. If a Catering Agreement has not been signed, the price on the proposal is only valid for a maximum length of 30 days.

### **CONCESSIONS/TEMPORARY DINING UNITS (PORTABLE FOOD & BEVERAGE LOCATIONS)**

- In some cases, a Temporary Dining Unit (portable food and beverage outlet) will be requested or deemed necessary. ARAMARK reserves the right to open and close temporary dining unit based on show demand and in consultation with show management.
- To open a Temporary Dining Unit there will be no initial charge. The dining unit is at the discretion of the food and beverage provider. There may be an

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initial deposit of \$1,500.00 when the client request special operating hours and additional menu items. If sales exceed \$1,500.00, the deposit will be reimbursed. If sales total less than \$1,500.00, the balance owed is the primary \$1,500.00 deposit less total sales.

- To open additional locations beyond the ARAMARK recommendation the following charges will apply. Base charge of \$250.00. Additional \$100.00 per additional hour for each location. For each additional location, sales must meet a minimum of \$1,500.00 in total cash sales. If sales total less than \$1,500.00 the balance owed is the primary \$1,500.00 deposit less total sales.

**TABLECLOTHS**

- All tables for meal functions are dressed with standard house linen and napkins. Continental breakfasts, breaks and roll-in services are not considered as meal functions and dressed tables will not be complimentary.
- Tablecloths for continental breakfasts, breaks and roll-in services may be requested for \$6.00++ per tablecloth. Your sales professional will be able to assist with any custom linen and décor details at additional charges. Specialty linens will be priced at fair market value.

**TIMETABLE FOR SUCCESSFUL EVENTS**

90 Days	60 Days	45 Days	30 Days	7/10/15 Days
Credit Application for Master Account Billing Due.	Deposits & Signed Service Agreement Due.	F&B Specifications Due.	Sign & Return Event Orders. 75% of Total Due.	Guarantees Due. Remaining Payment Due.

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