

# How does catering work?

Figuring out how the catering process works can be a challenge. *All catering companies have their own methods, options and pricing for several reasons.* While we can't speak for them, we can share a glimpse into how it works at Early Katering.

Our top priority is helping *YOU!* We learn as much as we can about your needs before we design a personalized plan together. **Our team is here to help you reach your goals.**

Depending on the type of event you are hosting, your answers to our questions will help us get to know you and your vision, budget, guidelines and concerns much better. We will use this information to give you options, ideas, and solutions will help keep you on track throughout the event.

**As we work together, more questions will come up for both sides; that is to be expected!** This dialog helps us provide you with a complete, accurate cost proposal based on your current plans. We expect to make changes throughout the planning process, so don't worry! **Nothing is set in stone until we finalize your event and you're 100% happy!**

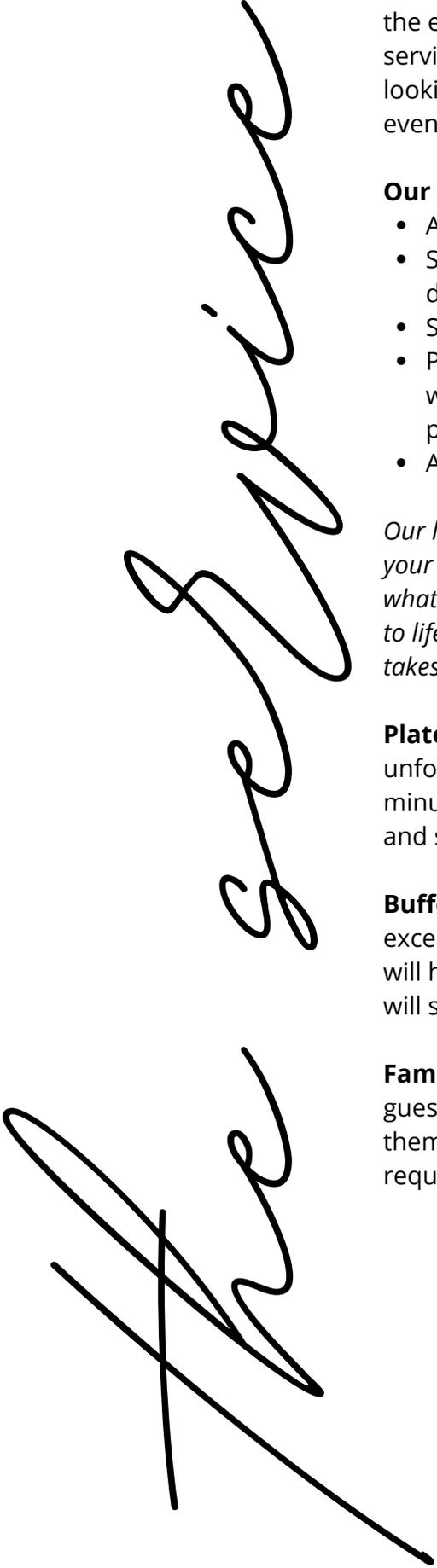
Once you are comfortable with the plan, we can schedule a tasting or go to contract (with a tasting scheduled at a later date). **Our tastings start at \$25+ per person with tax.** Should you decide to move forward with us, we will compliment the wedding couple with a \$50 credit toward their final bill.

## General Information:

- We do not require you to purchase extra event insurance. *You will need to confirm with your venue on whether or not they require you to have it.* We provide a certificate of liability insurance (COI) 30 days before your event.
- We have our own Virginia ABC License. If we provide the alcohol, then we do not require you to purchase a banquet license. If you are providing the alcohol you will need to apply for your own banquet license. *This must be purchased a minimum of 30 days before your event to get it approved through the ABC Agency.*
- A non-refundable date confirmation retainer of \$500 and a signed contract is *required* to secure your event date.
- We accept all major credit cards and EFT payments. They both have a *convenience fee* to process payment.
- We are *happy* to accommodate guests with food allergies or other dietary concerns!

Are you

interested?



We are a *full-service catering company*. Our trained staff will arrive before the event and set tables, pre-pour waters, plate salads and handle food service. After dinner, we will clear tables, check trash and keep your venue looking clean throughout the event. We have staff that will stay the entire event to make sure your night is enjoyable.

**Our labor fees can include the following:**

- Adequate staff to make sure that your event runs smoothly
- Setting of your linens, place settings, waters, food equipment, and dinner
- Service from start to finish and end-of-night clean up
- Plated salads—even if you have a buffet—where you can choose whether you want them at the tables or at the buffet. (We try to prevent as much waste as possible)
- Administration Fee of 5%

*Our labor cost are based on multiple factors: The number one factor that sets your labor is what the Venue requires of the Caterer. Then we will determine what you the Client wants EKC Staff to do onsite to help make your vision come to life. Therefore, the overall cost for labor is based on the required staff it takes and how long they are on the clock. They clock in/out at our home base.*

**Plated Service:** Our trained staff will provide you and your guests with an unforgettable experience. We will plate salads and have them ready 15 minutes before your meal is served. The team will then plate your meal and serve it to you and your guests before clearing dinner tables.

**Buffet Service:** Our trained staff will provide you and your guests with exceptional service as you walk through the line and get your meal. You will have plated salads either at the buffet or at the tables and our staff will serve you and your guests.

**Family Style Service:** Our trained staff will bring dinner to you and your guests and everyone will pass food around the table and serve themselves. You will get a plated salad with this style of service. This does require rentals.

## Rentals

By renting your service ware (like linens, china, flatware, glassware, etc.) *you are reducing your carbon footprint. **We handle all rentals.*** They will be dropped off the day before and generally picked up the next day. If rentals are the way you want to go, then please don't hesitate to ask! **Our labor fees do not change if you use rentals or disposables.** Either choice is already factored in.

*\*We can contract disposables if you need them. Upscale Disposable Suite is \$5 pp\**

# ENTREE PACKAGES

## BBQ Favorites

*Choice of 2 Appetizers, 2 proteins, 2 sides, & Standard Beverage Station*

**\$25 pp + tax**

*\*prices are subject to change*

*please refer to appetizers and sides pages for your choices*

## Pulled Pork with Buns

*Comes with Cole Slaw as a condiment, and our House Carolina Gold & Sweet & Tangy BBQ Sauces.*

## Pulled Chicken with Buns

*Comes with Cole Slaw as a condiment, and our House Carolina Gold & Sweet & Tangy BBQ Sauces.*

## Bluegrass BBQ Chicken

*Our Bluegrass BBQ chicken is basted in a vinegar-based bbq sauce*

## Southern Fried Chicken

*A true taste of the American South.*

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# ENTREE PACKAGES

## Dinner Party Favorites

*Choice of 3 Appetizers, 1 salad, 2 proteins, 2 sides, 1 Bread selection, & Standard beverage Station*

**\$38 pp + tax**

*\*prices are subject to change*

*please refer to appetizers and sides pages for your choices*

## Pork Medallions

*Our tender and juicy pork medallion is served with your choice of one of our signature sauces Rosemary Dijon, Peach Bourbon & Mustard, or Bourbon Glaze*

## Beef Medallions

Our beef medallions are brined in our own steak marinade.  
Served with our house horseradish cream on the side

## Beef Brisket

*It is served with our house horseradish cream on the side and our House bbq sauces.*

## Argentinean Beef Roast with Malbec

*Our roast is rubbed down with a garlic and herb mixture based off of the traditional chimichurri of Argentina. Cooked in Malbec*

## Chicken Breast

*Our chicken breast is brined in our own chicken marinade, making it tender and juicy. It pairs well with one of our signature sauces:  
Creamy Tuscan, Rosemary Dijon, White Wine Sage, Marsala*

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# ENTREE PACKAGES

## Fine Dining Favorites

*Choice of 4 Appetizers, 1 salad, 2 proteins, 2 sides,  
1 Bread selection, & Standard beverage Station*

**\$50 pp + tax**

*\*prices are subject to change*

*please refer to appetizers and sides pages for your choices*

## Parmesan Encrusted Chicken Breast

*Paired with our White Wine Sage Sauce*

## Beef Tenderloin Carving Station

*Served with our house horseradish cream on the side*

## Creamy Tuscan Garlic Salmon

*Salmon filets with a rich and creamy sauce brimming with herbs, and sundried tomatoes.*

## Maryland Style Crab Cakes

*If you appreciate the taste of coastal cuisine, our Maryland style crab cakes are just that.  
Served with an Old Bay Lemon Aioli on the side.*

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# APPETIZERS

Gorgonzola on Beef Tenderloin with Horseradish Cream Crostini

Smoked Salmon with Herbed Cheese Crostini

Classic Shrimp Cocktail with House Seafood Sauce

Bang Bang Shrimp

Coconut Shrimp with Pina Colada Sauce

Mini Crab Cakes with Our House Old Bay Lemon Aioli

Ahi Tuna Wontons with Asian Pickled Veggies

Antipasto Skewers

Caprese Skewers

Louisiana Shrimp Dip

Hot Crab Dip

Hot Spinach and Artichoke Dip

Buffalo Chicken Dip

Big Mac Sliders

Cheesesteak Eggrolls

Spanakopita

Cocktail Meatballs

Cucumber Boursin/Pimento Cheese Finger Sandwiches

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# SIDE CHOICES

## Amish Macaroni Salad

*Vegetarian, contains dairy, eggs*

## Broccoli Salad

*Gluten Free*

## Classic Potato Salad

*Gluten Free, Vegetarian, may contain egg, dairy*

## Country Style Green Beans

*Gluten Free, Pork*

## Baked Macaroni & Cheese

*Vegetarian, dairy*

## Garlic & Herb Fresh Green Beans

*Gluten Free, Vegetarian*

## Classic/Garlic Herbed Mashed Potatoes

*Gluten free, Vegetarian, may contain dairy*

## Scalloped Potatoes

*Gluten free, Vegetarian, contains dairy*

## Roasted Asparagus & Garlic Butter

*Gluten Free, contains dairy, may opt for an olive oil for a Vegan dish*

## Maple Balsamic Brussels Sprouts

*Gluten Free, Dairy Free, Vegan*

## Roasted Maple Glazed Carrots & Sweet Potatoes

*Gluten Free, Vegetarian, Vegan*

## Mashed Brown Sugar Sweet Potatoes

*Gluten Free, Vegetarian,, may contain dairy*

## Roasted Summer Squash Blend

*Gluten Free, Dairy Free, Vegan*

*Seasonal: April-September*

## Butternut Squash with Craisins, Apples, & Red Onion

*Gluten Free, Dairy Free, Vegan*

*Seasonal: October-March*

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# ACTION STATIONS

## Fajita Bar \$20 pp

*Chef Manned Action Station*

*Fajita Spiced Steak, Blackened Chicken*

*Sautéed Peppers and Onions, Pico di Gallo, Guacamole, Sour Cream, Shredded Cheese, Jalapeños, Peach Mango Salsa, Spanish Rice,*

*Soft Flour Tortilla Shells- \*\*Corn Tortilla Shells upon Request\*\**

## Taco Bar \$17.00 pp

*Chef Manned Action Station*

*Taco Seasoned Ground Beef*

*Pico di Gallo, Sour Cream, Green Onions, Shredded Cheese, Shredded Lettuce, Diced Onions, Guacamole, Beans and Rice*

*Soft Flour Tortilla Shells- \*\*Corn Tortilla Shells upon Request\*\**

## Pasta Station \$25.00 pp

*Chef Manned Action Station*

*Choice of 2 (two) Sauces: Marinara, Alfredo, Bolognese, Roasted Garlic & Cream*

*Choice of 1 (one): Penne, Linguini, Fettuccini, Tortellini*

*Choice of 2 (two): Smoked Sausage, Chicken, Shrimp, Meatballs, Steak*

*Mushrooms, Onions, Sundried Tomatoes, Confetti Peppers*

*Choice of Salad*

## Mashed Potato Bar \$8.00 pp

*Chef Manned Action Station*

*Classic Mashed Potatoes & Sweet Potatoes*

*Chives, Diced Bacon, Sour Cream, Shredded Cheese, Butter*

*Cinnamon & Sugar, Chopped Candied Pecans, Butter*

## Nacho Bar \$8.00 pp

*Action Station*

*Tortilla Chips, Beef Chili, Guacamole, Queso, Sour Cream, Chopped Onions, Salsa*

## Soft Pretzel Bar \$6.00 pp

*Action Station*

*Soft Pretzel Bites, Beer Cheese, Honey Mustard, Yellow Mustard*

*\*If there is something you want and don't see on our menu, please ask us.*

# VEGETARIAN OPTIONS

## Mushroom Asparagus Rissotto

*Creamy, Italian Dish with satiny rice, bits of mushroom and asparagus  
Gluten Free, Dairy Free, Vegan*

## Eggplant Parmesan

*Enjoy this comfort food Italian style.  
Vegetarian, Dairy*

## Spanish Paella

*Authentic Spanish dish is full of rich flavors.  
Gluten Free, Vegan*

## Vegetarian Lasagna with White Sauce

*Delightful change from traditional vegetable lasagna.  
Vegetarian*

## Stuffed Shells

*Our delicious stuffed shells have a creamy ricotta and parmigiana inside a jumbo shell  
with a marinara sauce over top  
Vegetarian, contains egg*

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# Bartending Services

Early Katering Company is fully licensed by Virginia ABC to sell alcoholic beverages and supply bartending services at our venue as well as other offsite locations. Our Bartenders used by event hosts are covered by our permit as is your event in general. When providing your own alcohol it is at the Venue's Discretion to require you to have additional Liability Insurance and a Banquet License through ABC of Virginia

**When hosting at our venue, our hosts have the option to offer:**

*Full Host Bar (cost based on consumption, \$350 minimum)*

*Beer/Wine Host Bar (cost based on consumption, \$200 minimum)*

*Full or Beer/Wine Only Cash Bar*

*Ticket-to-Cash Bar*

***Bartenders are \$450 each plus tax for local events hosted within Rockingham County***

***For Out-Of-Area Events, Bartenders are \$550 + up each, plus taxes***

***Bartending fees do include ice for the bar, clear disposable bar cups, cocktail napkins, straws, and stirrers for the bar***

Events hosting at venues allowing them to provide their own alcohol may choose to purchase a bar mixer package from us for \$4.50 per person (plus tax; includes all mixers and garnishes needed for services)

*It is at the discretion of the host as to whether the bartenders can put a tip jar out*

*Should the Host not want a tip jar present EKC is to be notified and a pre-set gratuity will be added to the BEO. The pre-set gratuity will be based on our bartenders average tips for events of similar size, similar bar offerings and a similar time frame*

***When clients choose to have us provide the alcohol, clients are required to turn in a "bar spending cap" prior to the event; the bar tab is to be prepaid prior to the host's departure from the event***

Call \$7.00

*Smirnoff*

*Jim Beam*

*Gilbey's Gin*

*Famous Grouse*

*Captain Morgan*

*Sauza*

*Seagrams VO*

Premium \$8.00

*Absolut*

*Jack Daniels*

*Tanqueray*

*Dewars*

*Bacardi*

*Jose Cuervo Gold*

*Canadian Club*

Premium \$9.00

*Grey Goose*

*Maker's Mark*

*Bombay Sapphire*

*Johnnie Walker Black*

*Mt Gay Eclipse*

*Cuervo 1800*

*Crown Royal*

House Wine \$5.00

Bottled Beer

*Domestic \$5.00*

*Imported/Micro-Brew/Craft/Hard Cider \$7.00*

We are very excited to work with you!

Warmly,

The Team at Early Katering