Seductive flavors, seasonal ingredients, and creativity cultivate memorable experiences.

Using the freshest of ingredients, our cuisine will play an integral role in your health & wellness while being inspirational.

- Yale Catering
Whatever your needs, our packages can be tailored to exceed expectations.

We provide complete meeting packages to simplify the meeting process and offer the greatest value. Additionally, our experienced catering team will gladly work with you to create a menu customized to your event.

*All day packages offer the greatest value.*
**Morning**

Spring Sliced Fruit Platter  
Sliced Melons, Mango, Grapes, Figs, and Starfruit  
NY Water Bagels  
Lemon Thyme and Orange Currant Scones  
Lemon Poppy, Coconut Passion Fruit, Banana Chocolate Chip Muffins  
Raspberry, Cheese and Chocolate Hazelnut Croissants  
Free Range Hard Boiled Eggs  
Orange Juice and Cranberry Juice  
Native Honey Butter, Rose’s Berry Farm Jam and Cream Cheese

**Morning Enhancements:**  
American Hot Buffet: $8/pp  
Spring Onion & Goat Cheese Quiche  
Roasted Red Potato Home Fries, Apple Wood Smoked Bacon, and Lamberti Chicken Sausage Links

**All Day Beverages:**  
Peruvian Blend Regular Coffee and decaffeinated Columbian Supremo Coffee, Teatulia Hot Tea selections, seasonally-inspired spa water, and assorted soft drinks.

**Midday**

**Seasonal Salads**  
Yale Catering Signature Salad: Baby Arugula, Shaved Radishes, Crumbled Goat Cheese, Sunflower Seeds, Dried Cherries, Caramelized Honey Vinaigrette

**Grain**  
Seasonal Farmers Market Grain Salad

**Composed Salad**  
Seasonal Farmers Market Vegetable Compound Salad

**Sandwich**  
All Natural Chicken Breast, Sharp Provolone, Arugula and Pesto Aioli  
Sliced Rustic Ham and Brie with Green Leaf Lettuce  
Carved Turkey Breast, Cranberry Chutney, Cheddar Cheese and Green Leaf Lettuce  
Rustic Tuna Salad, Roasted Artichoke Hearts, Caramelized Fennel, and Lemon Thyme Aioli  
Roasted Vegetables with Green Garbanzo Citrus Hummus  
All Sandwiches on Rustic Whole G Bread

**Sweets**  
Triple Chocolate Chip, Cardamom Sugar, Oatmeal and Golden Raisin, and Chocolate Cherry Fudge Cookies

**Midday Enhancements:** +$5/each  
(in addition Sandwiches)

- Roasted Chicken with Spring Vegetables
- Roasted Black Pearl Salmon with Mixed Asian Vegetable Melange
- Goat Cheese and Herb Ravioli, Roasted Red Pepper Emulsion, and Wilted Spinach

**Break**

**Morning Break “Power Boost”**  
Ripe Bananas, Fuji and Granny Smith Apples, Clementines, Assorted Protein Bars, Greek Yogurts

**Afternoon Break**

“Health Food Store”  
Individual bags of healthy snacks including roasted nuts, vegetable chips and dried fruits

**Pricing is based on:**

- Full Day Package: $68/pp  
- Half Day AM with Lunch: $53/pp  
- Half Day PM with Lunch: $43/pp  
- Full Day Excluding Lunch: $53/pp  
- Lunch Only $33

Inclusive of compostable service wear, labor, linens, and service equipment. Table and chairs are not included and can be rented for an additional charge. Minimum 25 people.
BREAKFAST A LA CARTE

Classic Continental: $11.50/pp
- NY Water Bagels
- Lemon Thyme and Orange Currant Scones
- Lemon Poppy, Coconut Passion Fruit, Banana Chocolate Chip Muffins
- Raspberry, Cheese and Chocolate Hazelnut Croissants
- Spring Sliced Fruit Platter: Melons, Mango, Grapes, Figs and Starfruit
- Cream Cheese, Native Honey Butter, and Rose’s Berry Farm Jam
- Orange and Cranberry Juices
- Peruvian Blend Regular Coffee, Columbian Supremo Decaffeinated Coffee, and Teatulia Tea

Hot American Breakfast: $18/pp
- NY Water Bagels
- Lemon Thyme and Orange Currant Scones
- Lemon Poppy, Coconut Passion Fruit, Banana Chocolate Chip Muffins
- Raspberry, Cheese and Chocolate Hazelnut Croissants
- Individual Spring Onion & Goat Cheese Quiche
- Apple Wood Smoked Bacon
- Lambertti Chicken Sage Sausage Links
- Roasted Red Potato Home Fries
- Spring Sliced Fruit Platter: Melons, Mango, Grapes, Figs and Starfruit
- Orange and Cranberry Juices
- Peruvian Blend Regular Coffee, Columbian Supremo Decaffeinated Coffee, and Teatulia Tea

Breakfast Enhancements:
- Free Range Hard Boiled Eggs $2/pp
- Smoked Salmon Platter with Capers, Scallions, and Chopped Egg $5/pp
- Assorted Greek Yogurt $2.50/pp
- Mason Jar Yogurt Parfaits $4/pp
- Passion Fruit Puree, Vanilla Bean Greek Yogurt, and Yale Bakery Granola
- Ancient Grain Oatmeal $4/pp
- Local Maple Syrup, Dried Cherries, Slivered Almonds
- Cinnamon Spiced French Toast Bread Pudding $6/pp
- Individual Breakfast Quiches $4/pp
- Asparagus with Blue Cheese and Spring Onion with Goat Cheese

Minimum 25 Guests

Pricing does not include labor, rentals, or venue fees
BUFFET OPTIONS

**Tuscan: $28/pp**
- White Bean, Swiss Chard and Watercress Salad
- Shredded Kale Salad, Lemon, Parmesan and Golden Raisins
- Asparagus Salad with Mustard Herb Vinaigrette
- Marinated Olive Focaccia
- Herb and Goat Cheese Ravioli, Roasted Fennel Nage and Piquillo Pepper Slaw
- Pan Seared Chicken, Fingerling Potato Hash, and Warm Pancetta Vinaigrette
- Roasted Red and Golden Beets, Balsamic Cipollini Onions
- Miniature Cannoli with Mini Chocolate Chips
- Tiramisu Tarts

**Farmers Market: $30/pp**
- Roasted Beet and Kale Salad with Toasted Walnuts and Gorgonzola Cheese
- Spicy Shaved Brussels Sprouts Salad with Toasted Almonds
- Roasted Sweet Potato and Dried Cranberry Salad
- Spring Roasted Vegetables, Local Honey Glaze
- Lemon Thyme Roasted Chicken, Pea and Asparagus Salad, Roasted Garlic Chicken Jus
- Eggplant Roulade, Confit Tomato and Quinoa Pilaf, Spiced Pea Coulis
- Raspberry Dark Chocolate Ganache Tartlets
- Yale Bakery Seasonal Mini Cheesecakes

**Spa Buffet: $38/pp (Cold Buffet)**
- Mediterranean Golden Jewel Salad
- Massaged Kale Salad with Fruit Medley, Toasted Sunflower Seeds and Orange Coriander Vinaigrette
- Yale Catering Super Foods Slaw with Apples
- Sliced Roasted Chicken Breast with Chimichurri Drizzle and Roasted Fennel
- Sliced NY Strip Steak with Roasted Shallot Aioli and Roasted Fingerling Potatoes
- Pan Seared Ahi Tuna Loin with Roasted Bok Choy
- Yale Bakery Seasonal Fruit Tarts
- Blueberry Orange Ginger Olive Oil Cake Madelines

**Outdoor Barbeque: $30/pp**
- Mixed Green Salad with Tomato, Cucumber, Bell Peppers, and Caramelized Honey Vinaigrette
- Southwestern Cole Slaw
- Red Bliss Potato Salad
- Hummel Hot Dogs, Grass Fed Beef Burgers, and Veggie Burgers with Potato Rolls and Hot Dog Buns, Ketchup, Relish, Mayo, Mustard and Sauerkraut
- Carolina Style Pulled Pork
- Vermont Cheddar, Liuzzi’s Provolone and Havarti Cheese
- Sliced Seasonal Fruit, Cookies, and Brownie Bites

Pricing does not include labor, rentals, or venue fees
B U F F E T  O P T I O N S

Smokehouse BBQ: $33/pp
Gazpacho Salad
Chipotle Chickpea Salad
Roasted Mexican Corn Salad
Coffee Rubbed Grass Fed Beef Brisket
Lamberti Grilled Bratwurst with Fresh Sauerkraut
Maple Glazed Whole Chicken Breasts
Truffled Macaroni and Cheese
Corn Muffins
Classic Banana Pudding Tarts, Salted Caramel
Yale Bakery Seasonal Miniature Cupcakes
Brownie Bites

Grand Buffet: $40/pp
Shredded Kale Salad with Apples, Cranberries, Toasted Pecans and Lemon Cumin Vinaigrette
Quinoa Salad with Grapes and Jalapeno
Roasted Cauliflower and Radicchio Salad
Five Spiced and Merlot Braised Boneless Beef Short Rib, Olive Oil Crushed Potatoes, Citrus Gremolata
Roasted Breast of Bronzed Chicken, Harissa Scented Ratatouille, Natural Chicken Jus
Roasted Black Pearl Salmon, Celeriac and Yukon Gold Potato Puree, Lemon Thyme Beurre Blanc and Honey Lacquered Shallots
Wild Mushroom Polenta Cakes and Exotic Mushroom Ragout
Roasted Spring Vegetable Panache with Thyme Oil
French Macarons
Pecan Diamonds
Miniature Passion Fruit Chocolate Ganache Tarts
Sliced Spring Fruit

Pricing does not include labor, rentals, or venue fees
PLATED DINNER MENU

Starters (Pick One)

Little Gem Lettuce
Shaved Shallot, Pecorino Romano, Candied Pecans and Maple Dijon Vinaigrette

Heirloom Beets
Roasted Baby Golden Beets, Wild Arugula, Medjool Dates, Spiced Walnuts, Crumbled Goat Cheese and Caramelized Honey Vinaigrette

Cucumber Wrapped Spring Lettuce - Pumpernickel Crouton, Cara Cara Orange Segments, Bayley Hazen Blue Cheese, Shaved Radishes and Muscatel Vinaigrette

Roasted Green and White Asparagus - Mini Burrata, Toasted Pine Nuts, Parmigiano Cloud, Aged Balsamic

Baby Frisee
Roasted Exotic Mushrooms, Artichoke Hearts, Shaved Parmesan, Toasted Walnuts and Black Truffle Vinaigrette

Bean and Quinoa Tian
Herb marinated Italian Gigante Beans, Poblano Pepper Scented Quinoa and Crumbled Chevre

Entrée (Pick One)

Merlot Braised Beef Short Ribs $52
Yukon Gold Potato and Celeriac Puree, Braised Greens, and Citrus Gremolata

Green Peppercorn Beef Tenderloin $60
Crispy Haricots Vert, Confit Shiitake Mushroom, Pomme Mille Feuille, Bordelaise Sauce

Nicoise Style Chicken Breast $44
Harissa Ratatouille, Thyme Scented Heirloom Fingerling Potatoes, Natural Jus

French Chicken Breast $44
Saffron Scented Risotto Galette, Mélange of Fennel Artichoke and Celery. Piquillo Pepper Emulsion

Ras el Hanout French Breast of Chicken $44
Golden Raisin Moroccan Cous Cous, Yogurt Charred Eggplant, Harissa Mushrooms, Confit Tomato Emulsion

Paprika Bronzed Chicken Breast $44
Wild Mushroom Polenta, Corriander Scented Rainbow Carrots, Sage Infused Chicken Jus

Marseillaise Style Atlantic Swordfish $52
Ecrase Olive Oil Potato, Leek and Pepper Mélange, Fennel Confit and Saffron Nage

Orange Miso Glazed Black Pearl Salmon $44
Roasted Green Asparagus, and Caramelized Cauliflower Risotto, Yuzu Emulsion

Pan Roasted New England Cod $46
Flagolet and Tarbis Bean Melange, Roasted Multi Color Cauliflower, and Sun Dried Tomato Emulsion

Dessert (Pick One)

Orange Ginger Olive Oil Cake with Fresh Blueberries, Macadamia Nut and Coconut Brittle, Salted Caramel Mousse and Tangerine Anglaise

Spring Vegetable & Tofu Terrine $44
Sautéed Tuscan Kale, Coconut Risotto Croquante, Thai Red Curry Aioli

Spring Eggplant Roulade $44
Herb Quinoa, Caramelized Spring Onions, Mediterranean Style White Bean Ragout and Asparagus Veloute

Pan Seared Exotic Mushroom Polenta $44
Caramelized Cauliflower Steak, Spring Vegetable Lentils, Black Truffle Cashew Cream Emulsion

Pan Roasted New England Cod $46
Flagolet and Tarbis Bean Melange, Roasted Multi Color Cauliflower, and Sun Dried Tomato Emulsion

Pan Roasted New England Cod $46
Flagolet and Tarbis Bean Melange, Roasted Multi Color Cauliflower, and Sun Dried Tomato Emulsion

Pricing does not include labor, rentals, or venue fees
COCKTAIL RECEPTION - ONE HOUR

Passed Hors D’ Oeuvres
Pick 4 (two cold, two hot) $22/pp
Pick 6 (three cold, three hot) $29/pp
$10/pp per extra hour

Cold
Cocktail Shrimp Shooter, Harissa Infused Cocktail Sauce
Water Chestnut, Jalapeno and Cucumber Ceviche on Plantain Crisp
Duck Rielletes with Lingonberry Jam on Brioche
Confit Sweet 100 Tomato with Herb Goat Cheese Mousse in Waffle Cup
Grilled Tofu, Fresh Shiso, Edamame Tartare and Orange Caramel in Black Sesame Cone
Foie Gras Terrine on Brioche Toast, Quince Chutney, Smoked Salt
Smoked Salmon Tartare with Dill Crème Fraiche in Black Sesame
Charred Spring Onion and Burrata on Brioche, 25yr Balsamic
Seared Tuna, Seaweed Salad, Sriracha Aioli in Wonton Cup
Beef Carpaccio, Arugula Pesto, Parmesan Cloud on Pain de Mie
Saffron Poached Pear, Blue Cheese Mousse, Sourdough Toast
Thai Style Shredded Confit Duck on Toasted Brioche
Artichoke and Black Truffle Chicken in Phyllo Cup
Caramelized Cauliflower, Golden Raisins, Capers and Pine Nuts in wonton cup
Golden Beet and Blue Cheese Mousse on Crostini
Sundried Tomato Hand Dipped Ricotta in Mini Sesame Cone

Hot
Grilled Shrimp, Malaysian Chili Jam
Cornflake Crusted Jumbo Lump Crab Cake, Espelette Aioli
Lemongrass Chicken Pot Stickers with Soy Dipping Sauce
Miniature Spring Roll, Soy Caramel
Chicken Samosa, Mint Chutney
Bacon Wrapped Dates Stuffed with Manchego, Balsamic Glaze
Moroccan Spiced Mini Meatball with Mint Cream
Lamb Loin on Savory Sable with Mint Chutney
Pork Belly and Pineapple Lollipop, Pomegranate Molasses Glaze
Preserved Lemon and Thyme Risotto Croquante, Truffle Aioli
Roasted Tofu Lollipop with Kale Pesto
Brie, Raspberry and Toasted Almond Phyllo Star
Kalamata Olive and Goat Cheese Tart
Mini French Onion Soup in Brioche
COCKTAIL RECEPTION - ONE HOUR

**Stations**  
$4/pp per extra hour

**Displayed Stations**

**Artisan Domestic Cheese Board: $7.75pp**  
Old Chatham Sheep Company “Hudson Flower” (NY), Bayley Hazen Blue (MA), Beecher’s Flagship Reserve Truckle  
Clothbound Cheddar (NY), Cato Corner “Hooligan” (CT), Nettle Meadow Mini Kunik (NY), Water Crackers, Native Honey, Dried Fruit, and Nuts

**Domestic Cheese Platter $4.75/pp**  
Sartori Bellavitano (WI), Grafton 2 Yr Cheddar (VT), Beecher’s Creamery Marco Polo Peppercorn Jack (NY), Montchevre Mini Boucheron (WI), and Point Reyes Bay Blue (CA), Water crackers, Native Honey, Dried Fruit, and Nuts

**Carrots and Cauliflower $6/pp**  
Roasted Tri-Color Carrots and Cauliflower, Piquillo Pepper, Hummus and Blue Cheese Dips

**Spring Vegetable Crudité $4.50/pp**  
Petite Broccoli Florets, Asparagus, Fennel, Portobello Mushroom, Roasted Peppers, Balsamic Onions, and Cauliflower Dill Crème Fraîche Dip

**New Haven Antipasti $6.50/pp**  
Finocchiona and Mild Chorizo, Sartori Bellavitano Cheese, Roasted Artichoke Hearts, Cured Olives, and Herb Marinated Cremini Mushrooms

**Middle Eastern Mezze $8.50/pp**  
Grilled Pita, Pita Chips, Preserved Lemon Hummus, Baba Ghanoush, Roasted Red Peppers, Cured & Brined Olives and Greek Yogurt Cucumber Tzaziki Dip with Fresh Dill

**Deviled Eggs $4.50/pp**  
Lump Crab, Wasabi, & Classic with Smoked Paprika

**Bakeshop Display $12/pp (Select 5)**  
Brownie Bites, French Macarons, Mini Cupcakes, Fruit Tarts, Ganache Tarts, Fluffernutter Pies, Pecan Diamonds, Chocolate Dipped Shortbread Cookies, and Mini Oatmeal Cream Pie

**Artisanal Local and Regional Charcuterie $7.50/pp**  
Bella Bella Duck Pastrami (West Haven CT), New England Charcuterie Company Beef Bresola, Pork Finocchiona, Chorizo, and Coppa (Boston MA) with Cornichons, Mustards and Sliced Baguette

**Sliced Seasonal Spring Fruit $4.75/pp**

**Interactive Chef Stations**

**American Regional Sliders $9/pp**  
Grass Fed Beef with Chipotle Aioli, Local Cheddar and Sweet Onion Jam, Maple-Dijon-Brown Sugar Pulled Pork with Pickled Red Cabbage, Grilled Veggie Burger with Avocado and Chipotle

**Dim Sum Bar $8/pp**  
Fire Roasted Whole Edamame, Chicken and Lemon Grass Pot Sticker, Shrimp Shumi, Edamame Dumpling, and Spring Rolls Accompanied by Soy Sauce, Yuzu Wasabi, and Ginger Sauce

**Shrimp and Grits $8/pp**  
Sautéed Jumbo Shrimp, Creamy Cheese Grits and Andouille Sausage and Sautéed Pepper Garnish

**Pasta Station $12/pp**  
Shrimp Fra Diavola with Penne, Farfalle Pasta with Smoked Tomato and Herb Cream Sauce, Orecchiette with Thyme Sausage Ragout

**Carving Stations (pick two) $12/pp**

Roasted Spring Vegetables (Carrots, Fennel, Daikon Radish)  
Pepper Crusted NY Strip Loin with Chermoula  
Banana Leaf Wrapped Organic Salmon with Pineapple Rice Salad  
12-Hour Smoked Brisket with Creamy Caraway Cole Slaw and Brioche Rolls
**Break Menu**

**Power Boost $4/pp**
Whole Ripe Bananas and Clementines, Assorted Protein Bars, Greek Yogurt

**Health Food Store $6/pp**
Individual bags of healthy snacks including roasted nuts, vegetable chips and dried fruits

**Bars $4.75/pp**
Assorted Kind Bars, Cliff Bars, and Protein Bars

**Chocoholic $4.75/pp**
Fudgy Chocolate Brownie Bites, Chocolate Dipped Pretzels, Hershey Kisses and Chocolate Covered Almonds

**Sweet Treats $5.25/pp**
Triple Chocolate Chip, Cardamom Sugar, Oatmeal and Golden Raisin, and Chocolate Cherry Fudge Cookies, Coconut Macaroons and Brownie Bites

**House Made Chips & Dip $5.50/pp**
Sea Salt and Black Truffle Flavored Gaufrette Chips, Creamy Onion and Blue Cheese Dips

**High Tea $15.00/pp**
Assorted Miniature Sandwiches, Selection of Orange Currant and Lemon Thyme Scones with Lemon Curd and Preserves, Fruit Tarts, Assorted Tea Selections

Breaks are only available as an enhancement to a previously booked breakfast or lunch order in the same venue. Minimum of 25 guests applies.
**B E V E R A G E S**

**All Day**

*Coffee Service $3.25/pp (per hour)*  
Yale Blend Coffee, Tazo Tea Selections

*Cold Bottled Beverage $2.25/pp (per hour)*  
Pepsi brand Soda, Honest Tea, Yale Water

*Spa Water Display $1.50/pp (per hour)*  
Assorted Seasonal Spa Waters—2 varieties

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**Evening**

*All bars include Microbrew Beer, A selection of two Red & two White Wine offerings, Pepsi Brand Soft Drinks, Orange Juice, Cranberry Juice, and Yale Water*

**Beer Wine and Soft Drink Package**

$12pp 1 Hour, $18pp 2 Hours, $24pp 3 Hours, $28pp 4 Hours

**Premium Wine, Beer and Soft Drinks Package**

$16pp 1 Hour, $22pp 2 Hours, $28pp 3 Hours, $32pp 4 Hours

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**Premium Open Bar Package**

$17pp 1 Hour, $24pp 2 Hours, $31pp 3 Hours, $33pp 4 Hours

**Super Premium Open Bar Package**

$21pp 1 Hour, $28pp 2 Hours, $35pp 3 Hours, $38pp 4 Hours

**Per Drink Prices:**

*Connecticut Microbrew Beers: $6.50*

*House Wine: $7.50 per Glass*

*Premium Wine $9.50 per Glass*
EVENT ACCOUNTING

TAX INFORMATION:

Please check the box below that best describes the event being catered in order to determine whether the charges for catering will be subject to Connecticut sales tax, exempt from Connecticut sales tax, or partially exempt from Connecticut sales tax:

- Event will be funded by a Yale University Department. No admission will be charged and the Yale University Department will not be reimbursed by the attendees for the cost of the food and/or beverages. [Note: No sales tax will be charged on cost of food and/or beverages.]

- Event will be funded by a Yale University Department. Attendees will reimburse the Yale University Department for _____% of the food and/or beverages. [Note: Sales tax exemption applies to University funded portion only.]

- Event will be funded by a Yale University Department. The event is primarily educational in nature (i.e., food and/or beverages were incidental to the event and the event was not a dinner, dance or social event, etc.). Admission will be charged and food/beverages will be included in the price of admission without an extra charge.

- Event will be sponsored by an entity other than Yale University. The entity provided the Yale University Department with a Connecticut sales tax exemption certificate, CERT-112 or CERT-123, on which the Connecticut Department of Revenue Services (“DRS”) approved the sales tax exemption. Payment will be made to the University via check drawn on the outside entity’s own account or with a credit card issued in the outside entity’s name (Note: Cash payments do not qualify for the sales tax exemption.). [Either CERT-112 or CERT-123 must be sent to the DRS for approval by the purchasing entity prior to the event. Cert-112 provides as sales tax exemption for a single specific event, while CERT-123 provides a blanket sales tax exemption for one year from the date of approval.] The appropriate approved form must be received in Hospitality PRIOR to the event.

- Event will be sponsored by an entity other than Yale University. The entity provided the Yale University Department with a Connecticut sales tax exemption certificate CERT-119 on which the entity has indicated that the food purchase qualifies for sales tax exemption under Conn. Gen. Stat. 12-412(94) AND indicated therein, the number of prior social events for which it claimed exemption for within the calendar year (note: exemption is available for only 5 events per year). Payment was made to the University via check drawn on the outside entity’s own account or with a credit card issued in the outside entity’s name. (Note: Cash payments do not qualify for the sales tax exemption). A copy of the CERT-119 is attached with a copy of the organizations IRS tax exemption determination letter. The University Department agrees to keep a copy in its records for six years from the date the meals were sold. ** NOTE – CERT-119 does NOT need to be sent to the DRS for approval.

- None of the descriptions above describe the event, and the charges for the event are subject to Connecticut sales tax.
INTERNAL YALE PAYMENT REQUIREMENTS

All University events paid via University PTAE must provide charging instructions to Yale Catering prior to event date. All internal Yale events must complete tax exempt criteria above in order to have sales tax waived for event. Please note not all Yale events qualify for exemptions.

EXTERNAL PAYMENT REQUIREMENTS

All external events or events not paid via University PTAE must be fully pre-paid three (3) business days prior to the event date. Yale Catering accepts all major credit cards and check payments. Yale Catering does not accept wire transfer. Events paid via check must also supply a credit card at time of booking to guarantee any extra charges added after pre-payment is made. Outside groups requesting tax exempt status must complete tax exempt criteria of this document and supply all tax exemption paper work prior to event date. If required paperwork is not completed prior to event CT state sales tax will be assessed.

Events with no scheduled staff will be assessed a $50.00 service fee for setup and breakdown.

STAFFING REQUIREMENTS

Yale Catering will solely determine the minimum staffing ratio and timing necessary for all events. Banquet Service staff is required for all functions with more than 50 guests. Culinary and back of house labor will be assessed on a case-by-case basis after reviewing event needs and location selected. Banquet servers and bartenders are charged at $34.00 per hour, back of house service staff are charged at $34.00 per hour and chefs are charged at $60.00 per hour. All labor is required to be billed at a four (4) hour minimum.

ALCOHOLIC BEVERAGE SERVICE

Yale Catering is the sole provider of alcoholic beverages at all Yale Catering events.

UNIVERSITY SERVICES

In venues where University services are available, Yale Catering can be a liaison for custodial, security, fire and audio visual for an additional service fee. Full service conference event planning is available through Yale Conferences and Events.
GUARANTEES AND SPECIAL MEAL REQUESTS
All final guarantees for events are due by 11:00 AM (5) business days in advance
And are subject to the following schedule:

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<th>Monday Events</th>
<th>Monday week prior</th>
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<td>Tuesday Events</td>
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<td>Saturday-Sunday Events</td>
<td>Monday week prior</td>
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Guarantees cannot decrease after (5) business day cutoff. In the absence of a guarantee provided, the number of guests agreed upon from proposal will act as the guarantee for the event. If guarantee increases after the due date, a 15% surcharge will be assessed on the value of the food and beverage services added to the event.

Special meal requests including any special dietary restrictions for guests must be submitted with guarantee.

CANCELLATION
Confirmed events within five (5) business days may be cancelled with full payment due of food and beverages ordered for event. Labor charges and ancillary setup fees will be waived. Events cancelled with more than five (5) business days’ notice may be cancelled with no penalty. In the event of a weather emergency, please consult with Yale Catering management regarding special cancellation and rescheduling policies.

EVENT SETUP AND BREAKDOWN
All events are scheduled to be fully setup fifteen (15) minutes prior to event start time. Event breakdown and pickup is scheduled for one (1) hour following scheduled event end time. Should the event extend past one (1) hour, additional labor charges will apply.