

# Eurest Marketplace Catering

Eurest Dining is pleased to present our Catering Menu developed for Canon. We offer a full range of selections and services. Our Executive Chef will gladly assist you in developing a customized menu for your next meeting or event. Eurest Dining is dedicated to making your event an outstanding success by providing exemplary service and exquisite cuisine. We look forward to serving your catering needs.

## Guidelines

### Hours of Operation

Catering services at Canon are provided by Eurest Dining. Catering services are available days and evenings Monday through Friday, also available on weekends with advance notice.

### How It Works

Catering orders will include all necessary plates, utensils, napkins and condiments in quantities consistent with your order. We also supply all food and beverage equipment needed to ensure food is served properly. China and linen service can be rented for your event at an additional charge. Our catering attendants will deliver, set-up and pick up your order at your requested location.

### Last Minute Orders

We ask for a 24 hour notice for catering orders but understand that last minute needs do arise. Please contact the Eurest Marketplace for your last minute needs and we will make every effort to accommodate them.

### Don't see what you are looking for?

Contact our Catering Manager and we will develop a customized menu that fits your needs.

### Additional Service

If you are hosting an important all-day event or a large scale meeting that requires more attention than just a set-up, delivery and pick-up, we can arrange for you to have a catering attendant to tend to any immediate needs that arise. Speak to our Catering Manager to schedule an attendant to make sure your event is a success!

### Special Events

Are you looking to host a seated dinner or cocktail reception?

We can plan and execute your event. Set-up a meeting with our Catering Manager to go over your ideas!

### Cancellations

Catering orders are made specifically for your meeting, therefore cancellations must be made 24 hours in advance. When this is not possible, please let us know if we can deliver your order to another location. Cancellation fees may apply.

**Prices**

All food and non-alcoholic beverage charges are subject to state and local sales and meal taxes. Prices include standard table runners, but do not include service charges, flowers or custom linens which will be billed as applicable. Service charges, alcohol and all other non-food items are subject to state and local sales tax. Gratuities are not included in prices and will not be billed.

**Wait Staff**

Our normal charges include the set-up, delivery, and pick-up of all orders. If you wish to have a professional wait staff for your function, the cost is \$25.00 per hour with a 4-hour minimum charge.

**China**

Our services include all the necessary disposable paper products for a successful event. For a more formal event, china and silverware are available for an additional charge. However, if you are planning an evening dinner the china and silverware fee will be waived unless rentals are required.

**Flowers/Balloons**

We will gladly order flowers or balloons for your event. We use area vendors who we have had great success with to ensure these items are to your specifications.

**Sheet Cakes**

We will gladly bake or order a sheet cake for your event. Let us know the size, theme and other specifications. Billing Catering invoices will be prepared by Eures Dining and sent to you within seven working days of your event. Payment is due in full within 30 days of the invoice date. If payment has not been received a finance charge of 1.5% per month will be charged on amounts unpaid after 10 days from invoice date. If late Invoice payments require interest a separate Invoice will be provided for such amount.

**All third parties** are required to provide payment guarantee 72 hours prior to your event. The guarantee can be via credit card or other suitable payment methods.