



Welcome to Eurest Catering Services at JPL. It is our privilege to serve you. This catering guide outlines Eurest's most popular selections for breakfast, lunch, breaks and snacks. The items and buffets detailed here are only a sampling of Eurest's full catering capabilities. Please feel free to contact us for any special arrangements or items you may not find in our guide. It is our goal to exceed your expectations and we are always available to create a menu tailored to your specific needs.

Note that all listed prices are per person, unless otherwise noted. There is a minimum order of 5 people (unless otherwise specified) or \$25.00 minimum, whichever total dollar amount is greater. Prices include delivery, food table/station linens (where applicable), set-up, break down, and pick-up of food and equipment. Certain events (such as china service or chef stations) may require additional charges.

To order catering services please visit Catering at JPL on JPL Space at catering.jpl.nasa.gov or contact Bonnie Brodsky (818) 393-6519 or email Bonnie.L.Brodsky@jpl.nasa.gov. We are more than happy to arrange an initial meeting to discuss your event, meeting or party needs. Or, if you simply need guidance or assistance in placing your order, please contact us.

24 hours advance notice is typically required for Eurest to satisfy your dining needs. Our objective is to accommodate your needs; to ensure selection and availability, we request that functions be scheduled with as much advance notice as possible. Of course, we will make every effort to satisfy your dining service needs with reasonable notice. On occasion, your special function may require the hiring of additional personnel. Please notify us as soon as possible of any cancellations to avoid being charged unnecessarily.

Regular catering service hours are 7:00 AM - 3:00 PM Monday thru Friday. Orders deliverable during regular hours will receive no service charge. Catered Orders scheduled outside of regular business hours may receive an additional overtime rate charge.

Cancellation of orders requires at least 24 hours advanced notice prior to specified set up time to not incur a cancellation fee. Orders cancelled within 24 hours of specified set up time may be billed according to a cancellation charge: 50% of the total event cost.

Responsibility for catering equipment provided with your order lies with the individual authorizing the order. All equipment must be returned with the order. Eurest will pick-up all equipment at the time specified by you. Any equipment removed from the original drop-off location must be returned for pick-up prior to the time specified. Any equipment that is lost, broken or removed from the service site will be charged to the individual who authorized the original order.

Special function labor may be required for your event. Eurest will make specific recommendations on the type and number of special servers, chefs, bartenders, etc. All special function labor is charged at \$40/hour with a guaranteed five-hour minimum.