



policies

Catering services are available
Monday - Friday
6:30am - 3:30pm

How it works

Orders can be placed utilizing the EMS on the meeting services sites. There is a \$20 minimum for orders to be delivered. Orders under the minimum are available for pick up in the café office.

All orders must be received by 12:00pm 48 hours prior to your event due to supplier delivery schedules.

For changes or updates to your order after the cutoff time please contact the catering office at 316-828-6655 or DineICT@kochcc.com to confirm accommodations can be made.

All orders are individually prepared, and cancellations can be charged full menu price. All items delivered with the food will be picked up as soon as possible after the function. Eurest is unable to move items to a 2nd location if not scheduled in advance.

Please do not remove any small wares or catering equipment. Missing serving items may incur a replacement charge.

If your event requires additional tables outside or inside the room, please alert catering staff so we can provide tablecloths.

Tablecloths incur a small laundering fee listed below.

Outside food is prohibited in all training rooms and dining rooms. Eurest must be utilized for service to those rooms. Please reach out 5 days before your event to make any special requests.

Deliveries

The catering department delivers orders with an approximate 15-minute time frame prior to the requested time. If you require a special circumstance or would like us to deliver at an exact time, please indicate it on the "catering notes" section of your catering order.

Food Safety

The safety of our guests is our top priority. To ensure we meet all local, state, and federal guidelines, leftover temperature-controlled food will not be allowed to leave an event. Non-temperature controlled pre-packaged foods and beverages should be taken by guests. ***Please do not remove any small wares or catering equipment.*** Housekeeping will remove all remaining items at the end of day. Outside food & beverage providers are prohibited at Eurest catered events.

Special Events

Evening & weekend catering services are available. To ensure a seamless guest experience and secure product availability, a 4-week notice for off hours events is required.

Events taking place after hours incur a 19% service charge.

Servers are available at a rate of \$25 per person per hour with a 2-hour minimum.

Bartenders are available at a rate of \$30 per person per hour with a 2-hour minimum.

Specialty linen and/or china may also incur additional charges.

Linens, tableware and utensils

Disposable dinnerware is used unless specified otherwise. China, flatware, and glassware can be available at additional charge. Basic black linens tablecloths are \$4.00 each and Spandex white tablecloths are available for \$20.00 each.

Don't see what you are looking for?

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

contact

Koch Catering
316.828.6655

DineICT@kochcc.com

eurestcafes.compass-usa.com/koch



the fresh fork