



LINDSEY
WILSON
COLLEGE

Dining Services



Catering Service

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Booking and Appointments

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Director of Catering

Jo Ann Panko
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Director of Dining Services

Jeff Willis

Office Hours

Monday through Friday, 7:30 a.m. to 4:00 p.m.

Lindsey Wilson College
Cranmer Dining Center
210 Lindsey Wilson Street
Columbia, Kentucky 42728

Lindsey Wilson College catering guide is designed to help you in planning special events. Included are menu selections, details on ordering, checklists, planning tips, price and Lindsey Wilson College Food Service policies.

Our entire staff stands ready to make your event an outstanding and memorable occasion. Because we realize that there is a wide divergence of food preferences, we will work with you to prepare special menus designed especially for your particular event.

The catering director and the catering coordinator (1-270-384-6388) are available to assist you in planning and organizing any function.

We want your event to be a success. By using this catering guide, we can both be certain that the exact details, essential to the success, will be properly addressed.

Catering Arrangements

Customer Checklist

1. Decide on event date, time and location.
2. Check availability of desired location and make reservations.
3. Rain location, if event is outdoors.
4. What is your budget for food?
5. Will your party be formal or informal?
6. Determine what type of service best suits your needs.
7. Who is responsible for decorations before and after the event?
8. Is there a head table? Who will direct special guests to the head table?
9. Have you considered special needs such as podium, microphone, lights, etc.?
10. Do you need a special table for awards or gifts? Do you need a tablecloth?
11. Are there place cards or reserved seating? Who will put out place cards and when?
Programs?
12. How much time have you allowed for different services - Meal? Program? Awards?
13. Do you plan to say grace? If so, before salad, during dinner or after dinner?
14. Are your guests familiar with location - do you need a map or directions?
15. Where will guests park?
16. How will your guests be identified and who will control participation?
17. Will tickets be collected?
18. Will guests be greeted? Where and by whom?
19. Where are the restrooms?
20. Have you confirmed table arrangements and final count with catering?
21. Who is in charge of arrangements for the event? Alternate in case of emergency or illness?
22. Who is responsible for payment of bill?

Catering Arrangements

Catering Policies

- All events for more than 50 guests should be planned and confirmed with the Catering Office at least five business days prior to the event. Arrangement for more than 100 guests should be made at least two weeks before the event.
- Simple coffee service arrangements should be made at least two working days prior to the event for proper service.
- Any event requiring special menus should be confirmed two weeks prior to the event.
- Cancellations will be accepted without charge two business days in advance. Fewer than two business days notice may require charges based on costs that have been incurred.

Breakfast Buffet Menu Selections

1. All breakfast menus include coffee and juices.

Choice of (one each)

Scrambled eggs

Bacon

Sausage patties or links

Ham

Country ham

Canadian bacon

Hash browns

Home fries

Pancakes

French toast

Waffles

Biscuits

BREAKFAST BUFFET

Picnics

Picnic menus are designed for outdoor services (weather permitting). Reservation to use a particular area on campus must be made with appropriate area. A rain location should be arranged prior to the picnic.

The catering department will supply tablecovers and disposable serviceware.

Prices include lemonade, iced tea or soft drinks.

56. Hot Dog/Hamburger Cook-Out

(cooked on the premises)

Hot dogs/hamburgers (one per person)

Baked beans

Cole slaw

Onions

Southern potato salad

Lettuce

Tomatoes

Cheese

Potato chips

Pickles and relish

Mustard

Mayonnaise

Catsup

Brownies or cookies

57. Steak Cook-Out

(cooked on the premises)

Choice:

Grilled 12 oz. New York strip

T-bone steak

Ribeye steak

Baked potato

Corn on the cob

Grilled vegetables

Fresh fruit salad

Rolls

Choice of cobbler

Sub Picnic

58. Giant (5 ft.) hoagie with assorted cold cuts, lettuce, tomatoes, onions and special dressing.

Potato chips

Pickle spears

Brownies or cookies

Country Barbecue

Choice of two

59. Fried or barbecue chicken

Pulled pork barbecue

Barbecue pork ribs

Fresh corn on the cob

Baked beans

Southern potato salad

Cole slaw

Rolls and/or buns

Brownies/watermelon

Morning & Afternoon Break

2. Coffee, juice, Danish or donuts
3. Coffee or juice
4. Tea
5. Soft drinks
6. Punch
7. Apple cider
8. Lemonade
9. Flavored drinks
10. Hot chocolate
11. Cappuccino
12. Bottled water

* Coffee breaks include cream, sugar, cups, napkins, stirrers, tablecovers, and a draped skirt for table.

Centerpieces are available at extra cost.

The following items can be added to the coffee breaks for an additional price per person:

13. Assorted bagels w/cream cheese
14. Assorted Danish pastries
15. Fresh sliced fruit
16. Assorted muffins w/whipped butter and jams
17. Assorted donuts
18. Country ham and biscuits
19. English muffins w/whipped butter and jams
20. Assorted fresh cookies
21. Chocolate brownies
22. Blonde brownies
23. Potato chips or pretzels
24. Mixed nuts
25. Goldfish crackers
26. Assorted cakes
27. Mixed variety cheeses with crackers
28. Vegetable tray
29. Assorted mints
30. Chex mix

Other items available upon your request

MORNING & AFTERNOON BREAKS

Sir Fergus Style

55. Choice of sandwich:
B.L.T. club, ham or turkey
Cold cut sandwich - roast beef, ham,
turkey, bologna, salami, cheese
Chicken salad on a croissant
Grilled marinated chicken breast on a roll

Choice of two salads

- Choice of soup:
Minestrone
Vegetable beef
Chicken rice or noodle
Loaded potato
Vegetable
Cream of broccoli
Onion soup
Shrimp bisque (+ \$.50)
Chili
White chicken chili
Black bean
Tomato-basil
Vegetarian chili

Lunch and Dinner Buffet

31. Style No. 1

Guests choose their own type of meal through Cranmer's fabulous dining hall food court. Buffet line consists of two entrees, along with a succulent carved meat, three vegetables, two potatoes, pasta bar, deli bar, fast food grill, dessert bar, rolls and beverages. Also included in a 96-item salad bar with fresh fruit, vegetables and two soups daily.

If a private dining room is preferred we will accommodate.

Table covers and centerpieces are available at an additional charge.

32. Style No. 2

Guests have their own private room with a self-service Lindsey buffet. This service includes choice of two meats, two vegetables, one potato, salad, dessert, dinner rolls and butter. Our courteous staff serves beverages to the fully dressed table.

Fresh flower centerpieces are also available at a low cost.

Entrees include choices of:

Fried chicken

Ham

Turkey

Roast pork

Roast beef

Baked cod

Marinated chicken breast

Barbecue brisket

Higher cost items can be added for additional manufacturer cost, such as:

Steak

Salmon

Prime rib

Beef tenderloin

33. Style No. 3

Guests enjoy complete table services on a fully dressed table in a setting of a private dining room. Experience the comfort of our staff serving salad, entree, dessert, dinner rolls and beverage. Style No. 3 consists of one entree, one vegetable, one potato and dessert of choice.

Fresh flower arrangements are included.

Menu and services can be alternated to meet your individual needs. Entree and vegetable alternative are listed on the following page.

Hors D'oeuvres

COLD

35. Chilled shrimp with cocktail sauce (mkt.)
36. Assorted finger sandwiches (chicken, tuna, ham, pimento, vegetable)
37. Cucumber and watercress finger sandwiches
38. Fruit kabobs
39. Fresh fruit display with dip
40. Fresh vegetable display with dip

HOT

41. Bacon wrapped scallops (mkt.)
42. Chicken wings with blue cheese dip
43. Breaded drum drums
44. Barbecue mini meatballs or Swedish meatballs
45. Beef tenderloin with Hollandaise sauce served with a petit pepper roll (mkt.)
46. Cocktail franks
47. Mini egg rolls
48. Sausage balls
49. Mini quiche
50. Cheese straws
51. Breaded mushrooms
52. Stuffed mushroom caps
53. Mini country ham biscuits
54. Chicken fingers with sauce

Menu Selections

MENU SELECTIONS

Alternate Salads

- B.L.T. salad
- Tossed romaine Caesar
- Tossed salad
- Fruit
- Pasta
- Coleslaw
- Potato
- Fresh fruit plate
- Chef salad
- Spinach salad
- Seven-layer
- Waldorf salad

Alternate Entrées

- Roast pork loin with maple sauce
- Italian sausage
- Country ham (+ \$.30)
- New York strip (mkt.)
- Ribeye (mkt.)
- T-bone (mkt.)
- Beef tenderloin (mkt.)
- Baked chicken breast
- Chicken ala king
- Beef burgundy
- Marinate London broil
- Grilled marinated chicken breast
- Grilled pork chops
- Prime rib (mkt.)
- Salmon (mkt.)
- Chicken Kiev (+ \$.40)
- Chicken Cordon Bleu (+ \$.40)
- Chicken Fritters (+ \$.60)

Alternate Vegetables

Southern style green beans
Buttered corn
Green beans almondine
Mixed fresh vegetables
Cauliflower
Broccoli with cheese
Glazed carrots
Buttered squash
Peas and mushrooms
Seasoned mushrooms
Peas
Rice pilaf
Corn cobbettes
Oriental vegetables
Winter blend
California blend
Asparagus (+ \$.40)
Corn pudding
Macaroni and cheese
Baked apples
Wild rice

Alternate Potatoes

Baked
Mashed potatoes with gravy
Escalloped
Au gratin
Homestyle
Fried
Parsley
Oven browned
Twice baked (+ \$.30)
Ranch style (+ \$.40)
Parsley new potatoes
Sweet potatoes

Alternate Desserts

Fruit pies: apple, cherry, peach, blueberry
Assorted cakes
Cheesecakes
Brownies
Chess pie
Nut tort
Strawberry shortcake
Pecan pie
Assorted mousses (+ \$.25)
Fresh cobblers
Homemade banana pudding
English trifle
Kentucky Derby pie

34. The following specialty desserts may be added to any dinner menu for an additional charge per person.

Carrot cake
New York style cheesecake
Caramel apple pie
Black Forest cake
Grand slam with Snickers pie