

Service Information

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Welcome to Beautiful Seaside Oregon

It is our privilege to be here to meet your food & beverage needs and help make your event all that you have envisioned.

Oregon Fine Foods... We are the exclusive food and beverage provider for the Seaside Civic and Convention Center. Outside food or beverages is prohibited without the written consent of Oregon Fine Foods.

All food and beverages must be consumed on the premises. No leftover food may be taken from the premises due to strict food preparation guidelines and liability issues. In the event that there is an excess of prepared food, we are able to donate to qualified agencies serving the community.

Menus and Selection... Our menu is designed as a guide to ensure your event is a success. Our catering coordinator and chef are happy to work with you to design custom menus for your unique event. Please inform the catering coordinator of any special dietary needs when discussing the menu.

Plated Meals are limited to 2 main entrées and 1 vegetarian entrée. The per person price will be the higher of the two entrée prices. Children's portions are available. Under 6 dine with our compliments, 1 child per paying adult, guests 6 to 12 at half of entrée cost.

All meals are based on a minimum of 35 guests or more. Less than 35 guests add 3.00 per person.

Service Fees... All food and beverage prices are subject to a 15% service fee. This service fee is applicable to all food and beverage items, hosted bar services, applicable labor charges, additional linen or equipment rental.

Guarantees... Menu selections and event information are required 3 weeks prior to the event. Final guaranteed number of guests is required no less than 3 business days before the start of the event. Meals are charged at the higher of the guaranteed number or actual meals served. Should a final guarantee not be given, your expected attendance will be considered your final guarantee. We will prepare 5% over the final guarantee number. Additional increases after the final guarantees are given may be subject to additional charges.

ALL PRICING AND MENU ITEMS ARE SUBJECT TO CHANGE

Catering by
Oregon Fine Foods



Linen and Services... Linen services are provided for meals with china service. Linen Service is available at no additional charge if requested in advance for on-site “working box lunch” events. In an effort to help reduce our environmental footprint we ask that thoughtful advance consideration of linen and table resources be at the forefront of all of our guest’s consideration. We offer a limited selection of complimentary table centerpieces for your event. Groups may provide their own center pieces with special arrangements and prior approval.

Staff and Servicing... All service times are based on 2 hours for all breakfasts and lunches and 3 hours for dinner unless noted otherwise. Additional labor charges may apply by exceeding these service times by more than 30 minutes.

Bar Services... We are able to provide complete bar beverage service to enhance your event. Oregon Fine Foods operates under and complies with all state rules and regulations of the Oregon Liquor Control Commission. There is a \$250 sales minimum for each hosted and non-hosted bar.

Concession Sales... Concession arrangements are available upon request. Minimum sales of \$100.00 per hour with a 4 hour minimum are required.

Espresso Cart... Espresso stand is available upon request. Minimum sales of \$75.00 per hour with a 2 hour minimum may apply.

Special Dietary Requests... We gladly accommodate special dietary requests with advanced menu planning. Vegetarian selections are offered at no charge. Specific dietary requests are subject to additional charges.

Cancellation Policy... Cancellations received by Oregon Fine Foods less than 10 Days prior to the first day of service are subject to 35% of total projected food and beverage orders.

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