Oregon Fine Foods

Service Information

Jeremy Tolliver
Catering Coordinator/ Banquet Mgr.
Cell: 503-440-9386
jtolliver@oregonfinefoods.com

Rosco Rotella
Food Service Director/ Chef
Cell 503-440-0537
rrotella@oregonfinefoods.com

Welcome to Beautiful Seaside, Oregon

It is our privilege 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 are 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 to help make your event unique. Please inform the catering coordinator of any special dietary needs when discussing the menu.

Plated Meals are limited to 2 main entrees and 1 Chef's choice vegetarian entree. The per person price will be the higher of the two entree prices. Children's portions are available. Under 6 dine with our compliments, 1 child per paying adult, guests 6 to 12 are half of entree cost. All pricing and menu items are subject to change.

All meals are based on a minimum of 35 guests or more. Less than 35 guests add $4 per person.

Service Fees All food and beverage prices subject to a 18% 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 a minimum of 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

Linen and Services To help reduce our environmental footprint we ask that thoughtful advance planning of linen and table resources be at the forefront of all our guests' considerations. Menu prices with china service include: table clothes, cloth napkins and a centerpiece in settings of 8 per table. Complimentary linen available for working box lunches. Please discuss any desired seating variations with our banquet manager. Groups may provide their own certerpieces with prior approval.

Staff and Servicing Service times are based on 2 hours for breakfast and lunch and 3 hours for dinner. Additional labor charges may be applied by exceeding these service times.

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. House policy requires all alcohol service end 30 minutes prior to the end of the event. There is a $300 sales minimum per bar.

Concession Sales There is a $150 per hour sales minimum guarantee for a minimum of 4 hours.

Espresso Stand There is a $100 per hour sales minimum guarantee for a minimum of 3 hours.

Special Dietary Requests We gladly accommodate special dietary requests with advanced menu planning. Chef's choice 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% fee of total projected food and beverage orders.