GENERAL INFORMATION

Reservations: Room reservations can be made directly through Colket Information Desk at 375-2307. Room reservations MUST be made prior to scheduling an event with catering services.

Scheduling an Event: Please contact Fay Cronin, Catering Manager, 375-2328 to make arrangements for your event. If Dining Services is unable to accommodate your function, permission may be given for an outside caterer.

Special Request Forms: All requests for catered events must be written on a Special Request Form. These forms can be found on the Roanoke College web site under the “Forms” heading. You must print, complete, and send the form to Fay Cronin in Dining Services via interdepartmental mail or email. THE FORM MUST BE SUBMITTED A MINIMUM OF TWO WEEKS PRIOR TO ANY EVENT OR SOONER IS EVEN BETTER. It is important to book your event well in advance so we can accommodate your needs.

Guest Counts: The guaranteed number of guests for your function must be given at least 3 business days prior to the event. An estimate within 20% of your final count must accompany your Special Request Form. You will be billed for the number that you guarantee plus any additional guests.

Cancellations: Cancellations of functions must be made at least 4 business days prior to the event. Cancellation of parties for which preparation has begun will result in a charge for food and labor expenses. Failure to give notice will result in the billing of the entire event.

Pricing: The 5.3 % State Tax and 6.0 % Salem City Tax are added to all food and beverages for community and personal groups. A pricing agreement contract must be verified two weeks prior to any event over $250.00. Pricing for off premise events will be done individually. Price quotes are valid for six months.

Payment: Charges will be done interdepartmentally for campus groups. Payment by community and personal groups will be due 10 days from the date of billing. A deposit on events over $250.00 will be required with the verified contract.

Removal of Food: Regulations regarding food safety, established by the local Health Department, prevent us from allowing any food or beverages not used during your event to leave the property of Roanoke College.
HOT BREAKFAST MENUS

25 Guests Minimum for Buffets

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<th>Dean’s Buffett</th>
<th>President’s Buffett</th>
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<td>Fresh Cut Fruit</td>
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<td>Scrambled Eggs</td>
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<td>Bacon or Sausage</td>
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<td>Biscuits</td>
<td>French Toast with Syrup</td>
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<td>Hash Browns</td>
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<td>Assorted Danish</td>
<td>Fried Apples</td>
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<td>Coffee, Hot Tea and Orange Juice</td>
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<td>Biscuits with Sausage Gravy</td>
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<td>Coffee, Hot Tea and Orange Juice</td>
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<td>$9.75 per person</td>
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12 Guests Minimum for Plated Meals

|                                | The Dean’s Plate                               | The President’s Plate                             |
|                                | Fresh Cut Fruit                               | Breakfast Parfait                                 |
|                                | Scrambled Eggs                                | Smithfield Eggs Benedict                          |
|                                | Bacon or Sausage                               | Country Potatoes                                  |
|                                | Hash Browns                                    | Hot Biscuits                                      |
|                                | Hot Biscuits                                   | Coffee, Hot Tea and Orange Juice                  |
|                                | Coffee, Hot Tea and Orange Juice               |                                                 |
|                                |                                               |                                                 |
| $8.25 per person               |                                               | $10.25 per person                                |

Other Breakfast Items:
assorted danish, muffins, assorted greek yogurt, sausage breakfast biscuits, sticky buns or bagels with cream cheese, jellies and butter.
$18.00 per dozen

Breakfast menus may be customized at your request.

***Coffee service includes decaffeinated***
MORNING BREAKS

Sunrise Continental
Danish, Coffee, and Hot Tea Selection
$2.75 per person

RC Continental
Danish, Bagels, Coffee, and Hot Tea Selection
$3.75 per person

RC Deluxe
Muffins or Danish, Fresh Cut Fruit, Assorted Juices, Coffee, and Hot Tea Selection
$4.50 per person

Chef Bob’s Continental
Muffins or Danish, Bagels or Sausage Biscuits, Fresh Cut Fruit, Assorted Juice, Coffee and
Hot Tea Selection
$5.75 per person

ANYTIME BREAKS

Beverage Break
Assorted Soda, Coffee and Water Service
$1.50 per person

Snack Time
Assorted Soda, Water Service, Goldfish and Pretzels (Individual Bags)
$2.50 per person

Cookie Time
Assorted Cookies, Assorted Soda and Water Service
$2.75 per person

Tea Time
Tazo Tea Selection and Assorted Scones
$3.00 per person

Afternoon Buzz
Vanilla Ice Coffee and Fudge Brownies
$3.25

Health Kick
Fresh Cut Fruit, Greek Yogurt, Granola, and Agua Fresca
$3.75 per person
BEVERAGES

Coffee (regular and decaf)  Tea (hot or iced)
Lemonade                   Hot Chocolate
Punch                      Hot or cold Apple Cider

$15.00 per gallon, with each gallon serving 20
Vanilla Ice Coffee         $24 per gallon

SNACKS AND DIPS

Potato Chips or Tortilla Chips with Dip or Salsa........................ $10.00
Roasted Peanuts (3#)..................................................................... $10.00
Pretzels (1#)............................................................................... $10.00
Dry Snack Mix (1#)....................................................................... $6.00
Hot RC Dip with Tortilla Chips.................................................... $17.50
Guacamole with Tortilla Chips...................................................... $17.50
Spinach and Artichoke Dip (Hot) with Tortilla Chips...................... $17.50
Tomato, Basil, Mozzarella with Crostini........................................ $17.50
7-Layer dip with Tortilla Chips..................................................... $19.50
Traditional or Red Pepper Hummus with Pita Chips......................... $19.50

**** Serves approximately 25 people ****
FRUIT, VEGETABLE, AND CHEESE PLATTERS

Assorted Fresh Cut Fruit Platter
Small $40.00….Medium $70.00….Large $100.00

Watermelon Carving….$20.00

Montage Presentation of Domestic Cheese with Crackers
Small $40.00….Medium $70.00….Large $100.00

Fresh Vegetable Garden with Dip
Small $30.00….Medium $55.00….Large $80.00

Mediterranean Antipasto Platter
Chef’s selection of treats from the Mediterranean.
$145……Serves 50

*Platters serve approximately*

Small: 25 people….Medium: 50 people….Large: 75 people

Cakes, Bars, and Cookies

Gourmet Cookie Assortment…………………………………… $9.00 per dozen
Gourmet Cookie Bars……………………………………………… $15.00 per dozen
Chocolate Brownies……………………………………………… $12.00 per dozen
Mini Assorted Cheesecakes…………………………………….. $18.00 per dozen
Chocolate Dipped Strawberries (Seasonal)……………… $18.00 per dozen
Hand Rolled Chocolate Truffles………………………………… $18.00 per dozen
Sheet Cake serving 36................................................. $38.00 each
**Special Logos on sheet cakes: $15.00**
RC Cupcakes............................................................... $15.00 per dozen
Petit Fours ........................................................................ $18.00 per dozen
**LUNCH MENU**

*Served*

*12 Guests Minimum*

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**Salad Plates**

*Includes cookies or bars and beverage.*

- Grilled Thai Steak or Chicken Salad featuring mixed greens, fresh pineapple, everything crackers and our house ginger dressing. **$10.75**

- Chef Bob’s Signature Cranberry and Walnut Chicken Salad Plate, with fresh cut fruit and everything flatbreads. **$10.25**

- Boar’s Head Beef Carpaccio Plate with baby arugula, lemon balsamic dressing, capers, pickled onion, tomatoes, fresh mozzarella and crusty baguette. **$10.25**

- Grilled Chicken Caesar Salad. **$10.25**

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**Sandwich Plates**

*Includes cookies or bars and beverage*

*Served with your choice of fresh cut fruit, citrus quinoa salad, kettle chips, classic potato salad or gourmet pasta salad.*

- Chef’s Home-Made Chicken Salad Wrap with lettuce and tomato. **$9.50**

- Boar’s Head Turkey Club Wrap with bacon, cheddar and honey mustard. **$9.50**

- Premium Roast Beef and Longhorn Cheddar Wrap with tiger sauce, lettuce and tomato. **$9.75**

- Italian Meats Panini with provolone cheese and basil mayonnaise. **$9.75**
Lunch Menu

Served

12 guest minimum
All entrees served with dessert of your choice and beverage.
Add a tossed or Caesar salad for $1.75

Grilled Vegetables du Chevre
Chef's marinated and grilled vegetable selection with basil goat cheese and quinoa pilaf.
$12.95

Thai BBQ Grilled Chicken
Fresh grilled chicken breast with sweet and spicy Thai chili sauce, pineapple, jasmine rice and steamed broccoli.
$13.95

Chef Bob's Crab Cake
Chef Bob's petite crab cake, starch du chef, vegetables and remoulade sauce.
$14.95

Grilled Salmon
Served with lemon herb rice pilaf and fresh vegetables.
$15.95

Grilled Flat Iron Steak
Tender and juicy grilled flat iron steak with béarnaise sauce, potatoes and steamed broccoli.
$16.95

Plated Lunch Desserts
Cheesecake with Fruit
RC Chocolate Cheesecake
Fresh Fruit Plate
Chocolate Mousse
Strawberries and Pound Cake
Brandy Apple Tart
Key Lime Tartlet
**Cold Buffets**

**Deli Buffet** - Premium deli meats. Turkey, ham, roast beef, chicken salad, or tuna salad (choose three), mixed greens salad, fruit salad, gourmet pasta salad, OR soup du Jour. Served with assorted beads and croissants, cheeses, chips, condiments, beverages, and cookies. $9.75

**Soup and Salad** - Choice of soup du jour, potato soup, vegetable soup, or tomato feta bisque. Choice of Caesar, classic spinach or mixed greens salad. Served with crusty baguette, cookies and beverage. $8.75

**Boxed Meals**

**RC Express Box**
Ham, turkey, or chicken salad croissant, potato chips, whole fruit, cookies, and beverages........................................ $9.25

**RC Deluxe Box**
Chicken salad, roast beef, or turkey club wrap, fresh cut fruit, pasta salad, potato chips, cookies and beverages........ $9.75

**RC Salad Box**
Mixed greens, turkey, strawberries, blue cheese, sugared walnuts, balsamic vinaigrette and everything crackers, brownies, and beverages................................................$9.50

**RC Cook”Outs” or Cook”Ins”**

| Macaroni Salad | Gourmet Pasta Salad |
| Grilled Hamburgers | Cole Slaw |
| Hot Dogs | Oven Fried Chicken |
| Baked Beans | Pulled Pork BBQ with Buns |
| Potato Chips | Baked Beans |
| Lemonade | Bottled Water and Assorted Sodas |
| Gourmet Cookie Selection | Cookie Bars |
| **$12.95** | **$15.95** |
DINNER MENU
Served
12 Guests Minimum

All entrees served with choice of soup du jour or salad
Includes: Iced tea, coffee, bread basket and dessert.

Dinner salad choices are RC tossed salad, Caesar salad,
Feta with cranberries and walnuts, or citrus berry almond salad.

**Porcini Asiago Penne - $15.95**
Rich and creamy porcini pasta served with grilled vegetables.

**Chicken Diane - $16.95**
Grilled chicken breast in a rich mushroom Dijon sauce, with Yukon mashed potatoes and vegetables.

**Grilled Chicken du Chevre - $17.95**
Boneless chicken breast grilled and topped with basil goat cheese,
served with rice and vegetables.

**Grilled Salmon - $19.95**
Grilled fresh salmon filet with roasted pepper relish,
basmati rice and vegetables.

**Grilled Flat Iron Steak - $19.95**
Grilled Flat Iron steak served with béarnaise sauce, Yukon gold mashed potatoes, and vegetables.

**Grilled Filet Mignon - $24.95**
House cut choice filet with mushroom Madeira sauce, Yukon whipped potatoes and vegetables.

**RC Duet Plate - $27.95**
Petite filet served with choice of crab cake or salmon and vegetables.

**Plated Dinner Desserts**
Vanilla Cheesecake with Fruit
RC Chocolate Cheesecake
Chocolate Ganache Cake
    Fresh Fruit Tart
    Tiramisu
Vanilla Custard with Berries
    Fresh Cut Fruit Plate
BUFFETS
25 Guest minimum
Buffet includes rolls, coffee, and iced tea

$18.95 (Choice of 2 Entrees)
Garden Greens Salad with 2 dressings

Roast Beef au Jus or London Broil
Fried Chicken or Golden BBQ Chicken
Country Fried Pork Chops
Wild Mushroom Penne

Mashed Potatoes or Rice Pilaf
Seasoned Green Beans
Cheesecake with Strawberry Topping
Chocolate Fudge cake

$23.95 (Choice of 2 Entrees)
Garden Greens Salad with 2 dressings or Caesar Salad
Fresh Cut Fruit

Grilled Flat Iron Steaks
Chicken Marsala or Piccata
Roasted Pork Loin
Seafood Penne alla Vodka

Yukon Mashed Potatoes or Mac and Cheese
Steamed Broccoli or Collard Greens
Cheesecake with Strawberry Topping
Chocolate Fudge Cake

$28.95 (Choice of 2 Entrees)
Caesar Salad or cranberry, feta and walnut salad
Fresh Cut Fruit

Carved Prime Rib
Chicken di Parma
Grilled Salmon or Crab cakes

Scalloped Potatoes or Risotto Cakes
Oven Roasted Vegetables
Chocolate Cheesecake
Italian Lemon Cream Cake with Berries
SPECIALTY STATIONS AND DISPLAYS
$25 station attendant fee (per attendant)

Pasta Station (Minimum 25 Guests).............................. $7.95 per person
  Two sauce selections tossed with pasta
  -Napoli-Italian Sausage and Peppers in a zesty tomato sauce
  -Pomodoro-Classic Tomato and fresh basil sauce
  -Porcini Asiago- Rich and creamy porcini sauce
  -Al Fresco- Scallops and Shrimp in a tangy lemon and garlic sauce
  -Chicken all Vodka- Chicken Braised in a creamy tomato vodka sauce

Carved Round Top………………… Serves 75……………… $175.00
  Served with Rolls and Assorted Sauces

Baked Angus Tenderloin of Beef……   Serves 25…………… $125.00
  Served with Rolls and Condiments

Baked Virginia Ham………………………Serves 75……… $175.00
  Served with Rolls and Condiments

Roasted Smoked Breast of Turkey…   Serves 50…………… $125.00
  Served with Rolls and Condiments

Slow Roasted Prime Rib……………… Serves 40…………… $165.00
  Served with Rolls and Condiments

Side of Smoked Salmon……………… Serves 30…………… $95.00
  Served with Appropriate Condiments

Dessert Station (Minimum 25 guests)............. $5.95 per person
  Made to order Banana's Foster and Cherries Jubilee served with Vanilla Ice Cream
Cold Hors d'oeuvres (Minimum 25 pieces per order)

- Deviled Eggs .................................................. $ .75 each
- Ham or Roast Beef Sliders ................................. $ .95 each
- Crab Gazpacho Shooters ................................. $1.25 each
- Cocktail Shrimp ................................................ $1.25 each
- Fruit Kabobs .................................................. $1.25 each
- Mini Smoked Salmon Bagels .......................... $1.50 each
- Jumbo Cocktail Shrimp ................................. $1.75 each

Hot Hors d'oeuvres (Minimum 25 pieces per order)

- Signature Tomato Toasties .......................... $ .95 each
- BBQ Meatballs ................................................ $ .95 each
- Miniature Egg Rolls ....................................... $ .95 each
- Mini Corn Dog Nuggets ................................. $ .95 each
- Mozzarella Sticks with Marinara ................... $ .95 each
- Buffalo Hot Wings ......................................... $ .95 each
- Thai BBQ Style Wing Dings ....................... $1.25 each
- Jerk Chicken Brochettes ........................... $1.25 each
- Sausage Stuffed Mushrooms ..................... $1.50 each
- Chicken Sate with Peanut Dipping Sauce .... $1.50 each
- Chicken Tenders ............................................ $1.50 each
- Scallop wrapped in bacon ....................... $2.25 each
- Mini Crab Cakes ............................................. $2.25 each
- Crab Stuffed Mushrooms ......................... $2.25 each
RECEPTION SELECTIONS
50 Guests Minimum

Crystal Reception
Fresh Fruit Platter
Cheese Montage
Selection of 2 hot and 1 cold hors d’oeuvres (6 pieces per person)
RC Dip with Tortilla Chips
Lemonade and Iced Tea

$17.95 per person

Gold Reception
Fresh Fruit Platter
Cheese Montage
Large Cocktail Shrimp (3 per person)
Selection of 2 hot and 1 cold hors d’oeuvres (6 pieces per person)
RC Dip with Tortilla Chips
Lemonade and Iced Tea

$19.95 per person

Diamond Reception
Fresh Fruit Platter
Cheese Montage
Jumbo Cocktail Shrimp (3 per person)
Selection of 2 hot and 1 cold hors d’oeuvres (6 pieces per person)
RC Dip with Tortilla Chips
Carved Top Round of Beef, Ham, or Turkey Breast with rolls and condiments
Lemonade and Iced Tea

$26.95 per person
BAR SERVICE

RC Dean’s Cash or Host Bar

Mixed Drinks................................................................. $5.00 per drink

Beer (Miller Lite, Rolling Rock or PBR)......................... $3.00 per beer

Premium Beer (Sam Adams, Corona, Corona Light, Foothills IPA, Dominion Oak Barrel Stout, or Angry Orchard Hard Cider)...................................................... $4.00 per beer

Wine ................................................................................ $5.00 per drink

Sodas & Juices................................................................. $1.00 per drink

Bartender’s fee per hour $20.00 per hour

50 people minimum

White Wines

Mondavi Select Pinot Grigio or Reisling $20
Clos du Bois Chardonnay $25
Prince Michel Virginia Viognier $25

Red Wines

Mondavi Select Merlot or Pinot Noir $20
Clos du Bois Cabernet Sauvignon $25
Prince Michel Virginia Cabernet Franc $25

Champagne

Domine Ste Michelle Brut $22
Cupcake Prosecco $22
Cupcake Moscato d’Asti $22

Other Wines & Champagnes available upon request

Roanoke College is licensed by the Virginia Department of Alcoholic Beverage Control to sell beer, wine and liquor.
RC NO FRILLS CATERING

No frills catering is designed specifically for Roanoke College campus events to serve your event without all of the usual bells and whistles. Items on the no frills menu are only available for pick up and all the items will be served on disposable products. There will not be anything for dining services to pick up and nothing for our customers to return, all at a substantial cost savings to our campus community. There will be no further discounts applied.

Breakfast Items (minimum order of 12)
Juice (Apple or Orange) $.65
Danish or Muffins .75
Sweet & Salty Nut Bars .50
Whole Fruit .50
Beverages by the gallon $11.00

Sandwich Items (minimum order of 12)
Croissant Sandwich $1.50 each
Veggie Wrap 1.50 each
Chicken Salad Wrap 1.50 each
Ham or Roast Beef Sliders 1.50 each

Dinner Buffet
Fried Chicken or Pork BBQ with buns
Gourmet Pasta Salad
Fresh Cut Fruit
Gourmet Cookies
Soda/Spring Water
$7 per person (minimum 25 guests-Includes paper goods)

Reception and Snacks
Small Cheese Tray $20.00- Serves 25
Small Fruit Tray 20.00– Serves 25
Potato Chips .50 per bag (minimum order of 12)
Chex Snack Mix 6.00 per bag (2lb bag)
Gourmet Cookies 12.00 per 2 dozen
NY Style Cheesecake 20.00 (16 pieces)
Assorted Soda .50 each (minimum order of 12)
Spring Water .50 each (minimum order of 12)
RC Spirit Water .65 each (minimum order of 12)