

SHILLING HOUSE

OFF SITE CATERING POLICIES

Charges for off site catering include the following:

- * Price of meal as listed on menu (includes serving dishes, serving utensils, chafing dishes as needed)
- * Delivery - 10% of pre-tax meal cost or .50/mile, whichever is greater
- * Linens - \$5.00 per table cloth, \$.75 per linen napkin
- * Dishware - Disposable (plate, napkin, flatware, beverage glass) \$1.00/set
China/glass (plate, stainless flatware, beverage glass) \$1.50/set
Additional dishware (coffee cups, saucers, dessert plates, salad plates, etc. available at .40 per piece)
Dishware and/or serving ware provided for non-staffed events must be returned to the Shilling House within 24 hours.
- * Service/wait staff - \$25.00/hr. for first person, \$15.00/hr. for each additional person, minimum of two employees. (Total number of employees necessary dependent on size of group, location, type of event and service style requested)
- * For off site buffet meals with service: if the number of meals served is fewer than the guaranteed number of guests, the difference in number of servings will remain with the customer. Any food in excess of the amount needed to serve the guaranteed number will return to the Shilling House.

Updated 4/08