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CxRA

SPRING



PASSION x QUALITY x STYLE



Catering by Restaurant Associates is part of the Restaurant Associates family and tradition. Our relationship is one of unity and dynamism, crossroads and crossed utensils, perfectionism and potential. Every dish we prepare is the culmination of years of experience, carefully built infrastructure, and a tireless dedication to quality.

But there are two halves to our story: we're also a creative, independent family of our own. We're as nimble and adventurous as the boutique firms and as disciplined as a battalion. We cut no corners to make big events feel intimate and intimate events feel magnificent. It's a bundle of contradictions with a delicious payoff.

We're more than a division. In the end, like the cuisine we craft, we are quite literally greater than the sum of our parts. Our equation is multiplicative:

**Taste x Consistency**

**Experimentation x Reliability**

**Scale x Intimacy**

**Personal x Professional**

**We are Catering x Restaurant Associates.**

**We are CxRA.**



### **Event Details**

To: Atiya German  
Penn Museum - Facility Rentals Department

Phone:

Email: [Atiya@upenn.edu](mailto:Atiya@upenn.edu)

From: Jamie Aleckna

Phone: (215) 746-5879

Email: [jaleckna@restaurantassociates.com](mailto:jaleckna@restaurantassociates.com)

Event: Micro-Wedding Reception

Date: 06/18/2022

Time: 2:00 PM – 4:00 PM

Site/Location: Penn Museum/TBD Event Status

Number of Guests: 25



**Sat, 06/18/2022**  
**Cocktail Reception**  
**Guests: 25**  
**TBD Event Status**  
**2:00pm-4:00pm**

**Optional Passed Small Bites for One Hour**  
**Selections**

Select Three at \$12.00 per guest  
Requires \$150 Butler Fee

Tuna & Avocado Tartar, Togarshi, Crispy Wonton

Buffalo Shrimp, Whipped Blue Cheese

Lemon Chive Crab Salad, Butter Brioche Toast

Chipotle Shrimp Tostado, Pineapple Salsa, Cilantro Lime Cream

Maine Lobster, Toasted Split Top Roll

Scallop Ceviche, Citrus, Pickled Jalapeno, Plantain Crisp

Seared Diver Scallops, Spring Onion, Tarragon Cream

Smoked Chicken Slider, Aged Cheddar, Crispy Onion

Parmesan Crusted Chicken, Whole Grain Mustard, Arugula

Garlic Soy Glazed Chicken Bite, Pickled Daikon

Mini Chipotle Chicken Quesadilla, Cilantro Lime Sour Cream

Mini Pulled Chicken Tostado, Refried Beans, Salsa Verde, Cotija, Guacamole

Mesquite Smoked Chicken Flatbread, Aged Cheddar, Pickled Red Onion, Cilantro

Arancini Spring Peas & Pancetta

Ginger Chicken Cakes, Cilantro Lime Aioli



Steak Tataki, Ponzu Vinaigrette, Watercress

Creekstone Farm Beef Tenderloin, Green Peppercorn Butter, Herb Toast

Pat LaFrieda Mini Burger Slider, Aged Cheddar, Special Sauce, Pickle

Garlic and Soy Glazed Beef Skewer, Pickled Jalapeno

Smoked Beef Short Rib Slider, Horseradish, Crispy Shallots

Moroccan Spiced Lamb Skewer, Charred Spring Onions

Chorizo Lime Black Bean Tostado, Cotija

Crispy Eggplant, Whipped Ricotta, Charred Cherry Tomato, Basil

Falafel, Whipped Tahini, Pita Crisp

Chickpea Panisse, Manchego, Black Olive Caramel

Fried Green Tomatoes, Burrata, Aged Balsamic

Potato Beignet, Romesco, Charred Scallions

Beet & Goat Cheese Dumpling, Balsamic, Sweet & Sour Sauce

Roasted Baby Beets, Walnut Raisin Toast, Goat Cheese & Herb Mousse

Macaroni & Cheese Bites, Sweet Marinara

Fried Vegetable Dumplings, Ginger Soy Sauce

Crispy Risotto Bite, Asparagus & Goat Cheese

Smoked Gouda & Caramelized Onion Tart

**Cocktail Stations - Select Three of the Following Categories**

*Offered for Two Hours*

**Flatbreads**

Please Select Two



San Marzano Tomato, Fresh Mozzarella, Grana Padano, Basil

Roasted Asparagus, Caramelized Onions, Asiago, Mozzarella, Calabrian Chili Oil

Broccoli Rabe, Charred Peppers, Tomatoes, Fresh Mozzarella, Parmesan

Spinach & Heirloom Cherry Tomatoes, Ricotta, Parmesan

Roasted Wild Mushrooms, Scallions, Rosemary, Smoked Mozzarella

Smoked Onions, Local Oyster Mushrooms, Fontina, Aged Balsamic

Smoked BBQ Chicken, Aged Cheddar, Pickled Red Onion, Cilantro

Buffalo Chicken, Mozzarella, Blue Cheese, Micro Celery

Grilled Chicken, Asiago, Roasted Red Peppers, Olives, Oregano

Tandoori Chicken, Mozzarella, Red Onion, Mint Yogurt

Hot Soppresatta, Provolone, Crushed Red Pepper, San Marzano Tomato

Italian Sausage, Mozzarella, Caramelized Onions, Roasted Peppers

Spicy Italian Sausage, Roasted Fennel, Broccoli Rabe, Ricotta

Chorizo, Jack Cheeses, Pico de Gallo, Cilantro Crema

Smoked Pepperoni, Local Mushrooms, Mozzarella, Oregano

Grilled Creekstone Farm Steak, Spring Greens, Roasted Cipollini Onions, Blue Cheese

Braised Beef Short Rib, Oyster Mushrooms, Fontina, Scallions

Philly Cheesesteak, Fried Onions, Whiz, Spicy Ketchup

### **Skewers**

Please Select Two

Marinated Mozzarella, Cherry Tomato, Basil



Blistered Shishito Peppers, Togarashi

Smoked Chicken, Mustard BBQ Sauce

5 Spice Chicken, Hoisin, Scallions

Ras el Hanout Spiced Chicken, Minted Yogurt

Rosemary & Garlic Marinated Chicken, Mustard Aioli

Thyme Roasted Chicken, Shallots, Lemon Caper Aioli

Za'atar Chicken Skewers, Lemon Tahini

Szechuan Beef Skewer, Charred Peppers

Garlic Soy Marinated Beef Skewer, Scallion Soy

Smoked Beef Skewer, Shallots & Balsamic

Grilled Beef Skewer, Horseradish Cream

### **Dips**

Please Select Two Types of Chips & Dips

House Made Potato Chips, Tri Color Tortilla Chips, Sweet Potato Chips, Toasted Breads

Charred Tomatillo Salsa

Salsa Roja

Garlic Tahini Hummus

Roasted Red Pepper Hummus

Edamame Hummus, Sesame

Whipped Labne, Roasted Green Chiles & Pistachio

Cucumber Herb Greek Yogurt



Smoked Onion Dip

Chipotle Dip

Charred Scallion Crème Fraiche Dip

Parmesan & Chive Sour Cream Dip

Tarragon Honey Mustard

Buffalo Blue Cheese Dip

Cilantro Lime Guacamole

#### **Cheese**

Local & International Cheese Board  
Seasonal Fruit, Nuts, Wildflower Honey, Fig Jam, Crackers & Assorted Breads

#### **Charcuterie Board**

Charcuterie Board  
Cured Meats, Pickled Vegetables, Marinated Olives, Dijon Mustard

#### **Mediterranean Platter**

Mediterranean Platter  
Marinated Fresh Mozzarella, Roasted Red Peppers, Crostini  
Grilled Seasonal Vegetables, Marinated Feta, Kalamata Olives, Toasted Pita

#### **Sparkling Wine Bar**

##### **Beverage Service**

House Sparkling Wine

House Sparkling Non-Alcoholic Beverage

Soft Drinks  
Assorted Coke Products, Still & Sparkling Water

#### **Additional Services**

##### **Setup**

Equipment Rental

Includes Bamboo Disposable Plates, Napkins, Glassware & Necessary Service Equipment. Includes White Frosted Votives for Cocktail Tables.





#### Tables

Includes (4) High Tops, (2) Cocktail Tables, (1) Bar, (1) Food Station (if applicable). Additional Tables available by request.

#### Chairs

Includes Natural Wood Folding Chairs.

#### Linen

Includes Floor Length Premium Cotton Linen for Tables Listed Above.

#### Staffing Charges

Includes Bartender, Butler, Operations Staff and Event Chef.



**ESTIMATED CHARGES**

**Based on a minimum guarantee of 25 guests, our preliminary catering costs for the proposed menu are listed below. Any change in guest count or length of event will impact total estimated cost.**

**Cocktail Reception**

**Cocktail Stations - Select Three of the Following Categories (25 at \$25.00) \$625.00**

*Offered for Two Hours*

**Sparkling Wine Bar (25 at \$12.00) \$300.00**

**Additional Services**

**Setup**

Equipment Rental (25 at \$12.00) \$300.00  
Includes Bamboo Disposable Plates, Napkins, Glassware & Necessary Service Equipment.  
Includes White Frosted Votives for Cocktail Tables.

Linen (1 at \$250.00) \$250.00  
Includes Floor Length Premium Cotton Linen for Tables Listed Above.

Staffing Charges (1 at \$700.00) \$700.00  
Includes Bartender, Butler, Operations Staff and Event Chef.

Charges \$2,175.00

Subtotal \$2,175.00

Sales Tax \$150.00

Liquor Tax \$30.00

**Total \$2,355.00**



## TERMS AND CONDITIONS

- I. Patron hires Caterer and Caterer agrees to provide the food and beverages, services and other arrangements for the function at the prices set forth in this agreement and are subject to the terms and conditions set forth herein which the patron is to review. Patron agrees to pay said prices and other charges as described here.
- II. Patron agrees to remit 80% of total estimate with signed contract. Deposit amount as listed on invoice is required as confirmation of order.
- III. Patron agrees to remit final menu choices, estimated guest count and balance due no later than 2 weeks prior to your event date.
- IV. Patron agrees to advise Caterer of any increase over the estimated guest count at least five business days prior to the function date. New count will become the final guest count (minimum billing amount). Full payment based on final guest count and any additional charges incurred are due at least four business days prior to the function date.
- V. Patron is required to submit a credit card with written authorization for the caterer to charge for any additional charges such as: guest count overages, overtime charges, etc. Should the number of guests in attendance at the function be over the final guest count, Patron's credit card will be charged for the extra guests on the day of the event. Caterer will not be required to serve more than three percent over the final guest count.
- VI. Caterer will accept personal and out of state checks up to two weeks prior to the date of the event described herein. Payments after such date must be made by credit card, certified check or wire transfer.
- VII. The function shall begin promptly at the scheduled time and the function room or area shall be vacated at the indicated closing time. Should the time be extended, Patron will bear the additional costs resulting therefrom.
- VIII. Reasonable menu substitutions will be made if necessary. All food and beverage prices quoted are those in effect at the time of the contract is signed and may be subject to increase due to unforeseen changes affecting the market cost of food and beverage.
- IX. Caterer agrees to accommodate special menu requests to the best of its ability, including those related to allergens. Patron understands that caterer's facilities handle all the major allergens, gluten and other ingredients. Because of the potential for cross-contact Caterer does not guarantee that any items will be completely "free" of any ingredient.



X. Caterer and Patron agree:

- a. That Patron shall cause the function to be held in an orderly manner.
- b. That alcoholic beverages will be refused to guests who appear intoxicated.
- c. That games of chance will not be permitted unless proper written legal permission has been requested and obtained from local authorities by the Patron.

XI. The Patron agrees to pay for any and all damages and losses to the premises caused by the Patron or the Patron's guests.

XII. Prior mutual consent in writing is required in case of:

- a. The supply of food or beverages by anyone other than the Caterer.
- b. The placement of any display on the Caterer's premises or entrances.

XIII. Caterer shall not be liable for damage or destruction or loss of property belonging to Patron or Patron's guests which is exhibited, or left on Caterer's premises.

XIV. Should the caterer be unable to perform for reasons beyond his control, the Caterer shall notify Patron as soon as reasonably possible and shall return any advance deposits to Patron, less any costs incurred prior to cancelation. In this event, the Caterer also agrees to make all reasonable effort to assist the Patron in obtaining an alternate caterer for the function. It is further agreed that should the Patron cancel the function, the patron shall be responsible for and pay the Caterer according to the following terms:

- a. If cancellation occurs within 72 hours of the event dates; 100% of the total estimated invoice
- b. If cancellation occurs between the period of more than 72 hours and 30 days prior to the event date; 75% of the estimated invoice.
- c. If cancellation occurs more than 30 days prior to the event date, the Caterer will refund all monies collected from the Patron less all expenses incurred by the Caterer.

XV. Sales tax is additional unless a valid Pennsylvania Tax Exempt Certificate is provided with the first deposit.

XVI. Patron agrees to pay interest at the rate of 1.5% per month (annual percentage rate of 18%) or, at the maximum rate of interest permitted by law, (whichever is lower) on all delinquent charges PLUS Caterer's reasonable attorney's fees in the event collection of unpaid charges is placed in the hands of an attorney.

XVII. In the event this agreement is signed in the name of the corporation, partnership, association, club or society, the individual signing represents to Caterer that he or she has full power and authority to sign and deliver this agreement.



XVIII. This agreement contains the entire agreement between the parties. It may not be changed, modified or amended, except by an agreement in writing signed by the party against whom enforcement is sought. This Agreement shall be governed by and construed in accordance with the laws of the State of Pennsylvania.

XIX. To ensure proper food handling procedures are followed, unconsumed food or beverages left at the end of the event may not be removed from the event space without prior agreement with the caterer. CxRA accepts no liability for any costs, claims, injuries, or damages arising from violation of the foregoing policy.

**Client Confirmation**

\_\_\_\_\_  
**Sign**                      **Print**                      **Date**

**Sales Manager**

\_\_\_\_\_  
**Sign**                      **Print**                      **Date**