

Make it Memorable...



LUNCH MENUS 2019-2020



300 E. Green Street | Pasadena | CA | 91101

GOURMET BOXED LUNCHES

Minimum order of twenty-five (25) guests. Please choose no more than three (3) selections in a single order.

GOURMET SANDWICHES

\$26

Served with Chef's Choice Salad, Chips, a Gourmet Cookie and Water


- Roasted Turkey Breast with Provolone Cheese
- Roast Beef with Swiss Cheese
- Black Forest Ham with Cheddar Cheese
- Grilled Vegetables with Herb Mascarpone

*All Sandwiches served on Baguette

GOURMET WRAPS

\$26



Served with Chef's Choice Salad, Chips, a Gourmet Cookie and Water

- Southwest Roast Beef with Roasted Pepper Aioli Wrapped in a Sun-Dried Tomato Tortilla
- Roasted Turkey Breast with Pesto Wrapped in a Spinach Tortilla
- Grilled Vegetable with Herb Mascarpone Wrapped in a Cilantro Tortilla 
- Black Forest Ham with Cheddar Cheese Wrapped in a Plain Tortilla
- Chicken Caesar Salad Wrapped in a Spinach Tortilla

CHEF'S SIGNATURE SALADS

\$28


Served with Kettle Chips, a Gourmet Cookie and Water

- Chinese Chicken Salad with Wonton Chips, Sesame Ginger Dressing
- Mixed Greens with Grilled Chicken Breast, Sliced Fresh Strawberries, Crumbled Bleu Cheese, Caramelized Walnuts, Raspberry or Balsamic Vinaigrette
- Turkey Cobb Salad with Dill Bleu Cheese Dressing
- Garden Quinoa Salad with Champagne Vinaigrette Dressing  

CHEF'S SIGNATURE SANDWICHES

\$28

Served with Chef's Choice Salad, Kettle Chips, a Gourmet Cookie and Water

- Grilled Chicken Breast with Provolone Cheese and Pesto Aioli on Ciabatta
- Roasted Turkey with Cranberry Sauce and Provolone Cheese on Ciabatta
- Roast Beef with Caramelized Onions, Whole Grain Mustard and Swiss Cheese on Ciabatta
- Italian with Pepperoni, Salami, Ham, Provolone, Banana Peppers and Olive Aioli on a Baguette
- Sliced Tomato and Buffalo Mozzarella with Fresh Pesto on Ciabatta 

A LA CARTE PRE-MADE 6" SANDWICHES

\$172 | dozen

Three (3) dozen minimum

Grilled Chicken, Turkey Breast with Provolone Cheese, Roast Beef with Swiss Cheese and Grilled Vegetable with Herb Mascarpone on Baguette

Appropriate Condiments

House-Made Potato Chips

*Add Beverage at an Additional Cost

*Grab N Go Station | Served with disposable wares

 Gluten Free  Vegetarian  Vegan



300 East Green Street, Pasadena, CA 91101 (626) 793-2122 pasadenacenter.com

A 24% service charge and current sales tax will be added to all food, beverage, and labor fees. – 07.2019

LUNCH BUFFETS

Minimum order of twenty-five (25) guests with a 90-minute maximum service timeframe (Additional charge for extended service time)

Accompanied by Freshly Brewed Iced Tea.

THE DELI

\$40

Seasonal Vegetable Soup

Mixed Green Salad | Herb Ranch and Balsamic Vinaigrette

Assorted Pre-Made Sandwiches on Baguette | Roasted Turkey Breast with Provolone Cheese, Roast Beef with Swiss Cheese, Black Forest Ham with Cheddar Cheese and Grilled Vegetable with Herb Mascarpone

Appropriate Condiments

Flavored Aioli | Red Pepper, Pesto and Garlic

Chef's House-Made Potato Chips

Sliced Fresh Seasonal Fruit

Assorted Cookies

BISTRO ON GREEN

\$44

Baby Greens | Sliced Strawberries, Crumbled Bleu Cheese and Candied Pecans with Balsamic Vinaigrette
Grilled Vegetable and Orzo Pasta Salad | Toasted Pine Nuts, Feta Cheese with Balsamic Vinaigrette Dressing

Roasted Salmon Filet | Alaskan Salmon seasoned with Fresh Cracked Black Pepper and Sea Salt

Grilled Chicken Breast | Citrus Beurre Blanc Sauce

Herb Roasted Potatoes

Seasonal Vegetable Medley

Assorted Breads, Rolls and Butter

Assorted Cake Bites

MEDITERRANEAN BUFFET

\$44

Israeli Couscous Salad | Cucumber, Red Onion, Heirloom Tomato, Aged Feta Cheese served with Lemon Oregano Vinaigrette

Mediterranean Grilled Chicken | Yogurt Dill Sauce

Za'atar Grilled Beef | Romesco Sauce

Mediterranean Rice

Seasonal Vegetable Medley

Hummus, Pita and Flat Bread

Assorted Cake Bites

 Gluten Free  Vegetarian  Vegan

*For Gluten Free and Vegan options, there will be a 5% surcharge.



300 East Green Street, Pasadena, CA 91101 (626) 793-2122 pasadenacenter.com

A 24% service charge and current sales tax will be added to all food, beverage, and labor fees. – 07.2019

LUNCH BUFFETS

Minimum order of twenty-five (25) guests with a 90-minute maximum service timeframe (Additional charge for extended service time)



Accompanied by Freshly Brewed Iced Tea.

TOUR OF ITALY

\$46

Insalata Caesar con Pancetta | Caesar Salad served with Crispy Bacon, Garlic Croutons, Shaved Parmesan Cheese and House Caesar Dressing

Insalata di Cocomero e Arugula | Arugula and Radicchio, Fresh Watermelon, Ricotta Salata tossed with Crunchy Walnuts in Citrus Vinaigrette

Ratatouille  

Chicken Picatta with Lemon Caper Sauce

Grilled Vegetable Pasta Primavera 

Pasta Options | Choice of One (1)

-Gambero Alla Diavola | Shrimp Scampi Linguine with a touch of Red Chili Pepper Flakes

-Penne Alla Bolognese | House-Made Meat Sauce and Parmesan Cheese

Rustic Italian Breads and Butter

Tiramisu Cake

THE ARROYO FIESTA

\$46

Tortilla Soup | Crispy Tortilla Strips 

Mixed Green Salad | Peppers, Cucumbers, Carrots and Tomatoes tossed with Mexican Cotija Cheese with Citrus Vinaigrette Dressing

Corn and Black Bean Salad | Roasted Corn, Black Beans, Tomatoes and Onion tossed with Fresh Cilantro Vinaigrette

Choice of Two (2)

-Chicken Fajitas

-Beef Fajitas

-Grilled Vegetable Fajitas 

Warm Tortillas, Spanish-Style Rice and Refried Pinto Beans

Tri-Colored Tortilla Chips with Salsa, Fresh Guacamole and Sour Cream

Dulce de Leche Cake

 Gluten Free  Vegetarian  Vegan

*For Gluten Free and Vegan options, there will be a 5% surcharge.



300 East Green Street, Pasadena, CA 91101 (626) 793-2122 pasadenacenter.com

A 24% service charge and current sales tax will be added to all food, beverage, and labor fees. – 07.2019

LUNCH BUFFETS

Minimum order of twenty-five (25) guests with a 90-minute maximum service timeframe (Additional charge for extended service time)

Accompanied by Freshly Brewed Iced Tea.

ROSE BOWL BBQ TAILGATE

\$46

Watermelon Arugula Salad | Fresh Watermelon, Baby Wild Arugula, Ricotta Salata, Toasted Walnuts, and Radicchio tossed in Citrus Champagne Vinaigrette

Potato Salad | Baby Red Potatoes and Chopped Eggs tossed in an Herb Aioli

Grilled Chicken Breast and BBQ Beef Brisket | Marinated in Chef's Signature BBQ Sauce

Chef's Signature Four-Cheese Macaroni

Brown Sugar Baked Beans

Summer Sweet Corn

Cornbread Muffins with Butter

Assorted Mini Fruit Pies

A TASTE OF THE FAR EAST

\$46

Oriental Salad | Chopped Greens, Carrots, Red Cabbage, Bean Sprouts, Water Chestnuts, Mandarin Oranges, Wonton Chips with a Sesame Ginger Dressing

Soba Noodle Salad | Buckwheat Noodles, Mixed Raw Vegetables, Carrots, Bell Peppers tossed with Spicy Honey Dressing

Stir-Fry Beef with Broccoli

Orange Chicken

Stir-Fry Vegetables

Jasmine Steamed Rice

Assorted Cake Bites

Fortune Cookie

 Gluten Free  Vegetarian  Vegan

*For Gluten Free and Vegan options, there will be a 5% surcharge.



300 East Green Street, Pasadena, CA 91101 (626) 793-2122 pasadenacenter.com

A 24% service charge and current sales tax will be added to all food, beverage, and labor fees. – 07.2019

LUNCH BUFFETS

Minimum order of twenty-five (25) guests with a 90-minute maximum service timeframe (Additional charge for extended service time)

Accompanied by Freshly Brewed Iced Tea.

PACIFIC RIM LUNCH BUFFET

\$46

Tropical Salad | Fresh Mixed Greens, Papaya, Toasted Coconut, Pineapple, Toasted Spicy Cashews, Dried Cranberries served with Poppyseed Orange Dressing

Macaroni Salad

Choice of Two (2)

-Korean Beef Short Ribs | Grilled and slathered with Sweet Shoyu

-Shoyu Chicken | Chicken Breast marinated in a Soy marinade

- Spicy Garlic Shrimp

-Tofu 

Choice of One (1)

-Fried Rice

-Steamed White Rice

Fire Roasted Vegetables | Zucchini, Yellow Squash, Bell Peppers, Onions and Tomatoes

Hawaiian Rolls and Butter

Assorted Cake Bites

 Gluten Free  Vegetarian  Vegan

*For Gluten Free and Vegan options, there will be a 5% surcharge.



300 East Green Street, Pasadena, CA 91101 (626) 793-2122 pasadenacenter.com

A 24% service charge and current sales tax will be added to all food, beverage, and labor fees. – 07.2019

PLATED SALAD ENTRÉE LUNCHES

Two-Course Luncheon served with Artisan Rolls and Butter and Iced Tea.

GRILLED CHICKEN BREAST SALAD

\$36

Mixed Greens, Sliced Strawberries, Feta Cheese, Candied Walnuts and Herb Crostini with Balsamic Vinaigrette

PASEO CHICKEN SALAD

\$36

Sliced Grilled Chicken Breast, Corn, Black Beans, Chopped Tomatoes, Shredded Cheese and Green Onions with a Salsa Ranch Dressing
Served with Chips and Salsa in lieu of Rolls

TURKEY COBB SALAD

\$36

Classic Chopped Salad with Turkey, Bleu Cheese, Avocado, Crispy Bacon, Chopped Egg and Tomatoes with Bleu Cheese Dressing

SALMON NICOISE SALAD

\$36

Roasted Salmon, Haricot Vert, Kalamata Olives, Chopped Egg and Tear Drop Tomatoes with Champagne Vinaigrette

SEARED SLICED SKIRT STEAK SALAD

\$36

Baby Greens, Marinated Steak, Roasted Peppers, Grilled Onions, Tomatoes, Gorgonzola and Pita Chips with Herb Vinaigrette

SEARED AHI TUNA SALAD (MARKET PRICE)

Sushi Grade Pepper Crusted Ahi Tuna served on a bed of Baby Greens, Tri-Colored Tear Drop Tomatoes, Shaved Red Onion, Cucumber and Wonton Chips with Citrus Ponzu

DESSERT | *Choice of One (1)* from Dessert Selections

ROSE HIGH TEA

\$42

Sliced Fresh Seasonal Fruit

Assorted Tea Sandwiches | Ham & Cheese, Egg Salad, Tarragon Chicken Salad, Cucumber & Salmon Mousse, Turkey & Orange Cranberry Sauce, Caprese Sandwich

Assorted Tea Breads & Scones served with Lemon Curd and Clotted Cream

Assorted Dessert Bites, French Macarons, Lemon Bars and French Pastries

Assorted Teas

Glass of House Champagne or Cider



Centerplate

300 East Green Street, Pasadena, CA 91101 (626) 793-2122 pasadenacenter.com

A 24% service charge and current sales tax will be added to all food, beverage, and labor fees. – 07.2019

PLATED LUNCH SELECTIONS

Minimum of twenty-five (25) guests.

Accompanied by Coffee, Hot and Iced Tea served with Artisan Rolls and Sweet Butter.

SALAD | *Choice of One (1)*

BABY MIXED GREEN SALAD

Fresh Sliced Strawberries, Feta Cheese and Candied Pecans with Balsamic Vinaigrette

CLASSIC CAESAR SALAD

Chopped Romaine Lettuce, Shaved Parmesan Cheese, Garlic and Herb Croutons with Classic Caesar Dressing

ENTRÉE | *Choice of One (1)*

BONE-IN CHICKEN \$40

Mushroom Morrel Sauce

PAN-SEARED CHICKEN BREAST \$40

Choice of One (1) Sauce | Creamy Marsala, Lemon Thyme Cream Sauce or Mushroom Madeira

POTATO AND CHIVE CRUSTED CHICKEN \$40

Roasted Garlic Wine Au Jus

KOBE BEEF MEAT LOAF \$40

Chef's Signature BBQ Sauce

GRILLED ASPARAGUS AND NECTARINE SALAD

Arugula and Baby Frisee Blend, Grilled Nectarine, Crumble Goat Cheese, Spicy Toasted Cashew, Grilled White and Green Asparagus, Shaved Rainbow Carrots, Baby Candy Cane Beets, with Sundried Tomato Dressing

WATERMELON AND DRIED CHERRY SALAD

Macha Blend Salad Mix, Watermelon, Dried Cherries, Candied Pecan, Crumble Goat Cheese, Baby Candy Cane Beets, with Golden Honey Beet Dressing

MAHI MAHI \$46

Veracruz Sauce

PAN-SEARED SALMON FILET \$44

Choice of One (1) Sauce | Beurre Blanc Sauce or Sweet Sesame Glaze

FLAT IRON STEAK \$48

Choice of One (1) Sauce | Mushroom Burgundy Sauce or Classic Béarnaise Topped with Crispy Onions

ACCOMPANIMENTS | *Choice of Two (2)*

CREAMY MASHED POTATOES ^{GF}

ROASTED POTATOES ^{GF}

CAULIFLOWER RICE ^{GF}

RICE PILAF

BROCCOLINI ^{GF}

ROASTED BABY CARROTS ^{GF}

SEASONAL VEGETABLES ^{GF}

DESSERT | *Choice of One (1)* from Dessert Selections



300 East Green Street, Pasadena, CA 91101 (626) 793-2122 pasadenacenter.com

A 24% service charge and current sales tax will be added to all food, beverage, and labor fees. – 07.2019

VEGETARIAN & SPECIALTY OPTIONS

Vegetarian and Gluten Free Meals will be charged at the same price as the selected menu. We traditionally prepare 5% (no more than 25 meals) of your guaranteed guest count for vegetarians unless otherwise notified.

VEGETABLE WELLINGTON

Grilled Vegetables layered with Pesto, Provolone Cheese wrapped in Puff Pastry with Marinara Sauce

STUFFED PORTOBELLO MUSHROOM

Sautéed Spinach, Parmesan Cheese, Roasted Red Peppers, Creamy Red Skin Potatoes topped with Buttery Herb Bread Crumbs on a bed of Rustic Tomato Sauce

GRILLED VEGETABLE STACK

Grilled Portobello Mushroom, Zucchini, Yellow Squash, Roasted Red Bell Pepper on a Bed of Quinoa served with a Red Pepper Couli

FIRE ROASTED POLENTA CAKE

Roasted Cauliflower, Butternut Squash, Red Onion, Edamame, Red Bell Pepper and Zucchini accented with crushed Sea Salt and placed on top of an Herb Polenta Cake

All special meals must be pre-ordered. Attendees must provide a special indicator (ticket or badge) so our staff is aware of the special request. The special meal indicator must be provided by the client and a copy must be provided to the Catering Sales contact prior to the event.

Special Dietary and Allergy Restriction meals will be charged an additional 5% surcharge based on selected menu.

 Gluten Free  Vegetarian  Vegan



300 East Green Street, Pasadena, CA 91101 (626) 793-2122 pasadenacenter.com

A 24% service charge and current sales tax will be added to all food, beverage, and labor fees. – 07.2019

LUNCH DESSERT OPTIONS

CHOICE OF ONE (1)

HAZELNUT CRUNCH

Hazelnut Buttercream layered with Chocolate Sponge and Hazelnut Wafer

CARROT CAKE

Fresh Carrots combined with Walnuts, Raisins and Pineapple Chunks, filled and topped with Cream Cheese and decorated with Buttercream Carrots

DULCE DE LECHE

Sponge Cake layered with Caramel Mousse and Cookie Crumble Crust

RASPBERRY LEMON CAKE

Lemon Sponge Cake layered with Raspberry Mousse

BLACK FOREST CAKE

Two Layers of Dark Sponge Cake, filled with Kirsch Mousse and Syrup of Cherries and topped with Chocolate Shavings and Cherries

CHOCOLATE FLOURLESS CAKE

Slice of Chocolate Decadence topped with Chocolate Ganache

 Gluten Free  Vegetarian  Vegan



Centerplate 300 East Green Street, Pasadena, CA 91101 (626) 793-2122 pasadenacenter.com

A 24% service charge and current sales tax will be added to all food, beverage, and labor fees. – 07.2019

CATERING TERMS AND CONDITIONS

Centerplate is the exclusive provider of food & beverage services within The Pasadena Convention Center & Civic Auditorium.

If you have selected one of the above-mentioned venues for your event, thank you!

EXCLUSIVITY

Centerplate retains the exclusive right to provide all food and beverage in the Pasadena Convention Center & Civic Auditorium. All food and beverages, *including bottled water*, must be purchased from Centerplate. To confirm these arrangements, please sign, date and return this Agreement with your deposit as indicated above. The deposit will be credited towards the total cost of the Event; however, the deposit will not be refunded in the event you cancel within five (5) days of your first event. Deposits may be presented as checks, wire transfers, or money orders. The deposit will not bear interest. Centerplate shall not be required to provide any services hereunder, nor will Centerplate be required to commence planning for the Event, unless and until Customer has returned a signed copy of this Agreement to Centerplate and has paid the deposit to Centerplate within the required time period.

DEPOSIT, TERMS, PAYMENT SCHEDULE

(1) In order to guarantee services, pre-payment is required on all contracts.

(2) A ninety percent (90%) deposit and this signed Agreement is due thirty (30) days prior to the start of your Event.

(3) The remaining balance will be due a minimum of five (5) business days prior to the start of the Event.

(4) Any additional amounts due Centerplate from the Customer will be based on the actual number of persons/items served and any on site services requested and approved during your Event. Unless credit terms have been extended, a completed credit card authorization form must be provided by the Customer as a guarantee of payment for any additional on-site services rendered. We accept MasterCard, Visa, American Express, and Discover. On-site charges will be reconciled daily. Approved credit balance(s) after the agreed terms, will be subject to interest at the monthly rate of 1.5% (or, if lower, the maximum legal rate).

(5) Customer shall, within ten (10) business days from the invoice date, advise Centerplate in writing of any discrepancies so that Centerplate may review and, if necessary, make any proper adjustments.

DEPOSITS – FOR SOCIAL EVENTS (NON-CONVENTION RELATED)

(1) A ten percent (10%) non-refundable deposit based on the food and beverage minimum is required upon signing of the venue contract.

(2) An additional deposit of sixty-five percent (65%) of the total estimated food and beverage balance is required thirty (30) days prior.

(3) The remaining balance is required five (5) business days prior to the event by certified check, cashier's check or credit card.



Centerplate 300 East Green Street, Pasadena, CA 91101 (626) 793-2122 pasadenacenter.com

A 24% service charge and current sales tax will be added to all food, beverage, and labor fees. – 07.2019

CATERING TERMS AND CONDITIONS

(4) Any additional charges incurred during the function will be due on completion of the event and must be paid by credit card.

CANCELLATION WITH FOOD AND BEVERAGE MINIMUMS

SEE PCOC CANCELLATION POLICY

Cancellation 12 months or more prior to the arrival date	Base Rental Fee
12 months to 90 days prior to the arrival date	Base Rental Fee plus 25% of F & B Minimum
90 days prior to the arrival date	Base Rental Fee plus 50% of F & B Minimum
31 to 90 days prior to the arrival date	Base Rental Fee plus 75% of F & B Minimum
30 days prior to the arrival date	Base Rental Fee plus 100% of F & B Minimum

CANCELLATION WITHOUT FOOD AND BEVERAGE MINIMUMS

Cancellation of event (30) days prior to the event date is subject to 100% of the estimated food and beverage subtotal.

I. CENTERPLATE'S SERVICES

Centerplate shall cater and serve the menu(s) agreed to by the parties at Customer's event(s) (collectively, the "Event"), which Event shall be held at the Facility as described in any Banquet Event Order ("BEOs") executed in furtherance of this Agreement and made a part hereof. Centerplate and Customer agree that the Customer may have additional personnel authorized to make decisions on behalf of the Organization's Event. The Customer shall inform Centerplate in writing who their authorized personnel are. To the extend BEOs are created hereafter, once such BEOs are signed (inclusive of the Customer's authorized personnel), they shall be deemed to be part of, and are hereby incorporated into this Agreement.

II. CHARGES FOR CATERING SERVICES

A. PRICES

A good faith estimate of food and beverage prices will be provided six (6) months in advance of the Event's start date and will be confirmed at the signing of the Agreement. Due to fluctuating market prices, however, Centerplate reserves the right to make product substitutions based on specific commodity price increases.

B. GUARANTEED ATTENDANCE

(1) The Customer shall notify Centerplate, not less than three (3) business days (excluding holidays and weekends) prior to the Event, the minimum number of persons that Customer guarantees will attend the Event (the "Guaranteed Attendance"). The customer may not decrease after the final guarantee has been given.

(2) There may be applicable charges for Events with minimal attendance.

(3) The Guaranteed Attendance shall not exceed the maximum capacity of the areas within the Facility in which the Event will be held.



CATERING TERMS AND CONDITIONS

(4) Centerplate will be prepared to serve five percent (5%) above the Guaranteed Attendance, up to a maximum of twenty-five (25) meals (the "Overage").

(5) If this Overage is used, the Customer will pay for each additional person at the same price per person/per item, plus applicable service charge and sales tax.

(6) If Customer fails to notify Centerplate of the Guaranteed Attendance within the time required, (a) Centerplate shall prepare for and provide services to persons attending the Event based on the estimated attendance specified in the BEOs, and (b) such estimated attendance shall be deemed to be the Guaranteed Attendance.

(7) Should additional persons attend the event in excess of the total of the Guaranteed Attendance plus the Overage, Centerplate will make reasonable efforts to accommodate such additional persons subject to product and staff availability. Customers will pay for such additional persons and/or a la carte items at the same price per person or per item plus the service charge and sales tax.

C. PER PERSON CHARGES/PER ITEMS

If the BEOs provided for reflect per person charges, Customer shall pay Centerplate for every person served at each Event at the per person charge specified on the BEOs provided. However, if the number of persons served at the Event is less than the Guaranteed Attendance, the Customer shall pay the per person charges based on the Guaranteed Attendance. Centerplate reserves the right to count guests using a mutually agreed upon counting method for an Event which is billed on a per person basis. Should this guest count be less than the Guaranteed Attendance, the Customer shall pay the Guaranteed Attendance.

If the BEOs provided for reflect a per item charges, Customer shall pay Centerplate for every item served at each Event at the per item charge specified on the BEOs provided.

D. SERVICE/ADMINISTRATIVE CHARGES; TAXES; ADDITIONAL CHARGES

Customer shall pay to Centerplate:

(1) A service charge shall apply to all food and beverage charges. Current sales taxes apply to all food, beverage, labor charges, equipment rentals and service charges, and are subject to applicable tax laws and regulations. The Service Charge is added to your bill for this catered event/function (or comparable service). A portion of the total amount of this Service Charge is a "House" or "Administrative Charge" which is used to defray the cost of set up, break down, service and other house expenses. The balance of the total amount of this Service Charge may be distributed to the Employees providing the service. *It is not purported to be a gratuity and no party of it will be distributed as gratuities to any employees providing services to the guests.*

(2) If the Customer is an entity claiming exemption from any form of taxation in the State where the Facility is located, the Customer must deliver to Centerplate satisfactory evidence of such exemption from such sales tax thirty (30) days prior to the Event to be relieved of its obligation to pay such sales tax.



CATERING TERMS AND CONDITIONS

E. ADDITIONAL SERVICES AND CORRESPONDING FEES

China Service: In all carpeted Meeting Rooms, china service will automatically be used for all plated meals services, unless our high-grade and/or compostable disposable ware is requested.

All Food and beverages events located in the Exhibitor Hall or Concourse/Foyer with the exception of plated meals, are accompanied by high-grade and/or compostable disposable ware. If china is preferred there would be a fee of \$1.50++ per person, per service.

SPECIAL MEAL REQUESTS

The Pasadena Convention Center is not a gluten free or kosher facility; however, Vegan, Halal, and Kosher requests can be accommodated. We cannot guarantee that cross contamination with allergens will not occur and cannot assume any responsibility or liability for a person's sensitivity or allergy to any food item provided in our facility. Halal and Kosher meals would be ordered from an outside source at a special price.

All special meals must be pre-ordered. Attendees must provide a special indicator (ticket or badge) so our staff is aware of the special request. The special meal indicator must be provided by the client and a copy must be provided to the Catering Sales contact prior to the event. Special Dietary and Allergy Restriction meals will be charged an additional 5% surcharge based on selected menu.

MINIMUMS

All sales minimums are calculated using net sales (gross receipts minus sales tax & service charge). If any individually contracted catered service does not exceed a \$350 food and beverage sale, per four (4)-hour meal period, a fee of \$150 will apply to each meal function.

LINEN SERVICE

Centerplate provides its in house linen for all meal functions with our compliments. Standard banquet seating is for 10 people per table. There will be additional fees if less than 10 per table. Additional linen fees will apply for specialty linens or linens required for meeting and functions. Your catering sales professional will be happy to offer suggestions for your consideration and quote corresponding linen fees.

HOLIDAY SERVICE

There will be an automatic additional labor fee for food and beverage service or preparatory days on the following Federal and State holidays: New Year's Eve and Day, Martin Luther King Jr. Day, President's Day, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans Day, Thanksgiving Day and Christmas Day. At the time of booking the Event(s), Centerplate will notify the Customer of estimated labor fees based on the information supplied by the Customer.



300 East Green Street, Pasadena, CA 91101 (626) 793-2122 pasadenacenter.com

A 24% service charge and current sales tax will be added to all food, beverage, and labor fees. – 07.2019

CATERING TERMS AND CONDITIONS

DELAYED OR EXTENDED SERVICE

On the day of your Event, if the agreed upon beginning or ending service time of your meal changes by 30 minutes or more, an additional labor charge of \$1.50++ per attendee will apply, per each ½ hr.

SERVICE TIMES

Centerplate requires unlimited access to function rooms a minimum of 2 hours prior to set up and 2 hours post event to strike/tear down for all seated and served services. If less than 2 hours additional labor fees would apply.

Standard service time for food service functions are as follows:

- Breakfast Service 90 minutes
- Break Services 1 hour
 - If you would like a dedicated catering attendant beyond the service time stated above, additional labor fees will apply.
 - A minimum of 1 attendant would be required. Attendant fee is \$150.00++ each, per every 4 hours.
- Lunch Service 2 hours*
- Dinner Service 3 hours*
- Reception Service 2 hours

*Excluding functions classified as social banquets (awards, galas, weddings, etc.). For these functions, our catering staff will continue to clear the tables after plated service so that you do not incur additional labor fees; depending on length of extended service.

SPEAKER WATER/WATER SERVICE

Speaker water is provided for speakers in the podium or on the head table, provided compliments of Centerplate. Water station for attendees or for exhibit show floors will incur additional charges. A service attendant may be provided by Centerplate to set up and replenish attendee water service at a rate of \$150 per (4) hours of consecutive service. All Centerplate water services will provide quality plastic ware. Filter water coolers are available in our public space at no additional cost.

BARTENDER FEES

Bartender fee of \$175 per bartender will apply for the first four (4) hours of service; \$50/hour per bartender will apply for each additional hour. Bar service must conclude thirty (30) minutes prior to the end of the event.

HOSTED DRINK TICKETS

All hosted drink tickets are guaranteed and anything above the guaranteed amount will be charged on consumption. Drink tickets will be supplied by Centerplate or by the Client. If provided by the client, Centerplate will require an advanced copy of ticket prior to the event.

BEVERAGES CHARGED BASED UPON ON CONSUMPTION

All beverages are considered guaranteed unless requested to be charged on consumption. The client is responsible for 80% of the original estimated amount.



Centerplate 300 East Green Street, Pasadena, CA 91101 (626) 793-2122 pasadenacenter.com

A 24% service charge and current sales tax will be added to all food, beverage, and labor fees. – 07.2019

CATERING TERMS AND CONDITIONS

DONATED WINE & CHAMPAGNE PRODUCT

Corkage fee for all donated product is \$20 plus service charge and tax, per bottle. Product must be received one day prior to the event. All donated product received by Centerplate will be considered property of Centerplate and will not be returned. Donated product must be delivered to Centerplate with a \$0 invoice and in its original, un-opened, manufacturer packaging.

CONCESSIONS/PORTABLE SNACK CARTS

Centerplate reserves the right to determine which concessions/outlets are open for business and hours of operation pending the flow of business.

- If cash food operation is requested and sales do not exceed a minimum of \$1,000 per consecutive meal period (4-hours) a minimum labor charge of \$550 per meal period or the difference between sales & \$1,000 will apply, plus applicable sales tax.
- Portable snack carts have \$500 sales minimum per consecutive meal period (4-hours) or a \$275 labor fee will apply.
- *For additional concession hours, a minimum of \$250 in sales is required per additional hour open or a \$150 labor fee per hour opened will apply.

Note: Concessions is not a catered service. Concessions operation hours are subject to change based on the flow of business.

SECURITY

At the discretion of the Facility, to maintain adequate security measures, you may be required to provide security for certain events. Security personnel will be at the Customer's sole expense. Please consult with your Facility event manager for details.

III. MISCELLANEOUS PROVISIONS

A. LIQUOR LAWS

Centerplate and Customer shall comply with all applicable local and state liquor laws, and further agree that neither Customer nor any of the Customer's guests will provide or require Centerplate to provide alcoholic beverages to any minors or to any persons who, in the opinion of Centerplate, are intoxicated. Alcohol must be consumed in the designated areas. Centerplate reserves the right to suspend or stop alcohol service during an Event.

B. CHANGES IN SERVICE

The dates and times of service specified on the BEOs and the other terms and conditions of this Agreement may be changed only by a written addendum signed by both the Customer and Centerplate. Any additional expenses arising from changes made at the Customer's request will be paid by the Customer.



CATERING TERMS AND CONDITIONS

C. FORCE MAJEURE

The performance of this Agreement by either party is subject to acts of God, acts of terrorism, war, government authority, or any other emergency that makes it impossible or illegal for Centerplate to provide the services or for Customer to hold the Event. Either party may terminate this Agreement, without penalty, for any of the above reasons by serving written notice upon the other party. If the force majeure event occurs within fourteen (14) days of the Event date(s), Customer shall pay to Centerplate a cancellation charge calculated to compensate Centerplate for its actual out-of-pocket product and labor costs incurred and documented.

D. DISPUTE RESOLUTION

Centerplate and Customer shall attempt to resolve any dispute promptly by negotiation between executives of each party who have authority to settle the dispute.

E. INDEMNIFICATION

Each party to the Agreement shall indemnify, defend and hold harmless the other party and Centerplate's Facility client and their respective officers, directors, agents, subcontractor and employees and each of them, from and against any and all demands, claims, actions or liabilities or whatsoever kind and nature including judgments, interest and reasonable attorney's fees and other costs, fee, expenses and charges (collectively, "Claims"), arising out of or caused by the indemnifying party's negligence or willful misconduct in connection with the Event(s). The terms of this section shall survive the termination or expiration of this Agreement.

F. INSURANCE

If requested by the Customer at least then (10) business days prior to the Event(s), Centerplate agrees to provide a Certificate of Insurance. Centerplate shall not be obligated to provide insurance coverage greater than the coverage currently provided to the owner or manager of the Facility.

G. MEETINGS

Customer and Centerplate shall each designate a representative to meet as follows:

- (1) No later than five (5) business days before the start of the Event(s) to review BEOs, guarantees, and any other necessary charges or business requirements.
- (2) On a daily basis during the Event to review the previous day's services, verify charges, and discuss upcoming services.
- (3) Within twenty-four (24) hours after the conclusion of the Event, to review and discuss all services provided at the Event and final charges.



CATERING TERMS AND CONDITIONS

H. AUTHORITY

The person signing this Agreement on behalf of the Customer represents and warrants that he/she has full authority to legally bind the Customer on the date signing this Agreement, and the person signing the Agreement shall be jointly and severally liable for all amounts payable under this Agreement if such representation and warranty is untrue. Each person signing this Agreement represents and warrants that their execution and delivery of this Agreement does not require the consent or approval of any other person, entity or governmental agency or authority.

I. ASSIGNMENT

Customer may not assign this Agreement or any of the Customer's rights hereunder without the prior written consent of Centerplate.

ATTORNEY'S FEES

If Centerplate institutes suit or other action against the Licensee to enforce this contract or seek damages with respect to a default of the Licensee's obligations hereunder, Centerplate shall be entitled to recover all costs and reasonable attorney's fees.

J. BINDING EFFECT

This Agreement shall be binding upon the parties hereto, and their respective permitted successors and assigns.

K. INTEGRATION

This Agreement states the entire agreement of the parties with regard to the matters described herein and supersedes all previous agreements, oral or written.

L. NOTICES

All notices required under this Agreement and the BEOs shall be given in writing and addressed as shown on the first page of this Agreement.

M. WAIVER

The failure of either party to exercise any right or remedy under this Agreement on one or more occasions shall not constitute a waiver, express or implied, of such right or remedy, then or in the future, or otherwise constitute a precedent for any future conduct, actions, or inaction unless specifically stated in writing signed by the waiving party.

N. RELATIONSHIP OF PARTIES

Centerplate is an independent contractor. Nothing herein shall be construed to create a partnership, joint venture, agency or employment relationship between the parties.



CATERING TERMS AND CONDITIONS

O. GOVERNING LAW

This Agreement shall be governed by and construed in accordance with the laws of the State of California, without giving effect to its conflicts of law rules.

P. COUNTERPARTS

This Agreement may be executed in one or more counterparts and each such counterparts, for all purposes, shall be deemed to be an original, but all of such counterparts together shall constitute one and the same instrument, binding upon the parties, notwithstanding that all of the parties may not have executed the same counterpart.

Q. MODIFICATION

No modification of any of the terms or conditions of this Agreement shall be effective unless such modification is expressed in writing and signed by the party against who enforcement of such modification is sought.

A SIGNED ACKNOWLEDGEMENT PAGE IS REQUIRED PRIOR TO THE EVENT.

Printed Name _____
Date _____
Event Name _____
Event Date _____
Signature _____

