Welcome!

From conferences to meetings, awards dinners to wedding receptions, UMaine Catering brings a touch of class and professionalism to your special event.

Located on the historic University of Maine campus, Wells Conference Center is the perfect setting for a party, reunion, wedding or conference. Its spacious rooms, which accommodate 50–350 people, are complemented by modern, bright lobbies.

Our talented chefs will work within your budget to create a menu that indulges your tastes. No detail will be overlooked.

This catering guide shows our most common dining offerings for your event. If you have specific requests and requirements, please let us know and we’ll work with you to take care of all the details.

Call today to make your reservation, then sit back and relax. We’ll handle the details and keep your guests cared for, fed and happy.
### Hot Breakfast Buffets  
(minimum of 15 people)

<table>
<thead>
<tr>
<th>Buffet</th>
<th>Price</th>
<th>Items</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Fernald</strong></td>
<td>$15.00</td>
<td>Assorted Chilled Fruit Juices, Fresh Fruit, Griddle Pancakes with Syrup, Fluffy Scrambled Eggs with Chives and Sharp Cheddar Cheese, Country Breakfast Potatoes with Sweet Bell Peppers and Onions, Bacon and Chicken Sausage Links, Variety of Fresh-Baked Pastries, Carrabassett® Coffee and Hot Water with a Selection of Teas</td>
</tr>
<tr>
<td><strong>Alumni</strong></td>
<td>$13.00</td>
<td>Assorted Chilled Fruit Juices, Fresh Fruit, French Toast with Syrup and Butter, Bacon, Country Breakfast Potatoes with Sweet Bell Peppers and Onions, Variety of Fresh-Baked Pastries, Carrabassett® Coffee and Hot Water with a Selection of Teas</td>
</tr>
<tr>
<td><strong>Carnegie</strong></td>
<td>$11.00</td>
<td>Assorted Chilled Fruit Juices, Fresh Fruit, Fluffy Scrambled Eggs and Scallions, Country Breakfast Potatoes with Sweet Bell Peppers and Onions, Bacon and Chicken Sausage Links, Variety of Fresh-Baked Pastries, Carrabassett® Coffee and Hot Water with a Selection of Teas</td>
</tr>
</tbody>
</table>

### Breakfast Buffets  
(minimum of 15 people)

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<thead>
<tr>
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</tr>
</thead>
<tbody>
<tr>
<td><strong>Good Morning Maine</strong></td>
<td>$9.00</td>
<td>Assorted Chilled Fruit Juices, Fresh Fruit Salad, Variety of Fresh-Baked Pastries, Egg, Smoked Ham and Swiss Cheese in a Flaky Croissant, Carrabassett® Coffee and Hot Water with a Selection of Teas</td>
</tr>
<tr>
<td><strong>Deluxe Continental</strong></td>
<td>$7.00</td>
<td>Assorted Chilled Fruit Juices, Fresh Fruit Salad, Variety of Fresh-Baked Pastries, Carrabassett® Coffee and Hot Water with a Selection of Teas</td>
</tr>
<tr>
<td><strong>Classic Continental</strong></td>
<td>$6.00</td>
<td>Orange Juice, Variety of Fresh-Baked Pastries, Carrabassett® Coffee and Hot Water with a Selection of Teas</td>
</tr>
</tbody>
</table>
A la carte Breakfast
Enhance your Breakfast Buffet with the following selections:

Fluffy Scrambled Eggs (min. 15 servings) 2.50 pp
Quiche Lorraine (serves 8) 24.00 each
Vegetable Quiche (serves 8) 24.00 each
Belgian Waffles (2) with fruit topping (strawberry or blueberry — (min. 15 servings) 4.25 pp
Breakfast Sandwich on English Muffin (min. 12)
  • Egg and Cheese 4.00 pp
  • Bacon, Egg and Cheese 4.50 pp
Sliced Bacon (min. 15 servings) 3.00 pp
Traditional Pork Sausage Patty (min. 15 servings) 2.75 pp
Chicken Sausage Link (min. 15 servings) 2.75 pp
Country Breakfast Potatoes with Sweet Bell Peppers and Onions (min. 15 servings) 2.25 pp
Mixed Fruit Salad, one pound (serves 4) 8.50
Chobani Yogurt Cup (min. of 12) 2.99 each
Chilled-Hard Boiled Eggs (min. of 12) 0.60 each

Bakery Breakfast Items
(Sold by the dozen)

Assorted Black Bear Muffins with Butter 15.00
Assorted Donuts 15.00
Assorted Danish 18.50
Assorted Scones
  • Apple cinnamon
  • Blueberry
  • Raspberry white chocolate
Sour Cream Coffee Cake (serves 12) 13.50 each
  • Plain
  • Apple
  • Blueberry or Raspberry cream cheese
Breakfast Breads with Butter (serves 12) 13.50 each
  • Pumpkin chocolate chip
  • Banana
  • Blueberry lemon
  • Morning glory
Assorted Bagels with Cream Cheese 22.50 per dozen
Assorted Bagels with Smoked Salmon, Onions, Cream Cheese and Capers (serves 12) 30.00 per platter
Luncheon Salad Buffets
(Minimum of 15 people)

**Classic Caesar Buffet 11.00 pp**
Crisp Romaine lettuce with shredded parmesan cheese, home-style croutons, Caesar dressing, and is garnished with fresh cracked black pepper and lemon.
Includes fresh-baked rolls from the UMaine Bakery, beverages, and choice of luncheon dessert.
Enhance your salad with: Grilled Salmon, Grilled Chicken, Marinated Flank Steak, or Marinated Grilled Vegetables.
- One choice add 4.50 pp
- Two choices add 6.50 pp
- Three choices add 8.50 pp
- Four choices add 10.50 pp

**Cobb Salad 15.50 pp**
Crisp Romaine lettuce, chopped egg, crispy crumbled bacon, diced local tomato, diced avocado, bleu cheese crumbles, shredded cheddar cheese, corn, and grilled chicken.
Includes fresh-baked rolls from the UMaine Bakery, beverages and choice of luncheon dessert, and is served with assorted dressings.

**Chef’s Salad 14.50 pp**
Crisp romaine, sliced ham, sliced turkey, sliced cheddar cheese, sliced Swiss cheese, cherry tomato, grated carrots, julienne red onion, hard-boiled egg, and sliced cucumbers.
Includes fresh-baked rolls from the UMaine Bakery, beverages, choice of luncheon dessert and is served with assorted dressings.

**Executive Salad Buffet 22.00 pp**
Fresh baby greens topped with cucumber, cherry tomato, julienned red onion, and shredded local carrots (croutons and shredded parmesan on side). Comes with grilled chicken, grilled salmon, marinated grilled flank steak and grilled marinated vegetables.
Includes fresh-baked rolls from the UMaine Bakery, beverages, choice of luncheon dessert and is served with assorted dressings.

**Note:** We traditionally prepare 30% of each protein and 10% of the grilled vegetables. If you need to adjust this, please let us know.
Cold Luncheon Buffets
(Minimum of 15 people)

Deli Buffet Luncheon  15.50 pp
Sliced roast beef, turkey, ham, smoked tofu,* cheddar and Swiss cheese, lettuce, tomato, onion and pickles with mayonnaise and mustard. This selection includes fresh-baked locally produced white and wheat bulky rolls.
Choose two buffet accompaniments and one luncheon dessert. Includes beverages.
*Available upon request for an additional charge

Gourmet Sandwich Wraps  16.50 pp
Assortment of wraps may include:
• Chicken Caesar
• Roast Beef with Caramelized Onions, Horseradish Mayonnaise and Cheddar Cheese
• Ham and Swiss with Honey Dijonaise
• Turkey, Bacon and Provolone with Cranberry Mayonnaise
• Smoked Tofu with Hummus and Lettuce
Choose two buffet accompaniments and one luncheon dessert. Includes beverages.

Chef-Made Sandwich Buffet  14.75 pp
An assortment of the following:
• Ham and Swiss
• Turkey and Havarti
• Roast Beef and Cheddar
• Smoked Tofu with Hummus and Lettuce
Sandwiches will be made on an assortment of locally-produced white and wheat bulky rolls and includes green leaf lettuce.
Choose two buffet accompaniments and one luncheon dessert. Includes beverages.

Boxed Lunch  10.00 pp
(Plated at Wells Conference Center)
Choice of the following sandwiches includes a bag of chips, cookie, and bottled water.
• Ham and Swiss Cheese with Lettuce
• Roast Beef and American Cheese with Lettuce
• Turkey and Swiss Cheese with Lettuce
• Salami and Provolone Cheese with Lettuce
• Smoked Tofu with Hummus and Lettuce
Additional Selections:  1.75 pp
• Pasta Salad
• Sweet and Sour Slaw
• Red Bliss Herbed Potato Salad
• Fresh Whole Fruit
**Hot Luncheon Buffet**  
*(minimum 15 people)*

**Mexican Fiesta**  
14.75 pp

Build your own taco salad with shredded lettuce, taco beef, shredded cheddar cheese, sour cream, guacamole, jalapenos, Maine-made Todd’s Salsa, diced tomato, roasted corn and black bean salad, cilantro lime rice, sliced black olives, and diced onions; served with tortilla chips.

Includes beverages and choice of luncheon dessert.

**Mainely Spudtacular**  
14.50 pp

Steaming-hot baked Maine potatoes with the following toppings:

- Smoked pulled chicken
- Crispy bacon crumbles
- Butter
- Sour cream
- Shredded cheese
- Scallions
- Maine-made Todd’s Salsa

Served with a garden tossed salad and bakery rolls. This buffet includes beverages and choice of luncheon dessert.

**Italian Buffet**  
15.95 pp

Breaded chicken parmesan over penne pasta, stuffed shells with marinara sauce, Caesar salad, and vegetable du jour.

This buffet is served with garlic and Italian breads and includes beverages and choice of luncheon dessert.
Buffet Accompaniments

**Signature Pasta Salad**
Garden rotini pasta with diced onions, peppers, carrots, and black olives with Italian dressing

**Herbed Red Bliss Potato Salad**
Locally grown red potatoes with onions, peppers, and ranch seasoning

**Sweet and Sour Cole Slaw**
Tender cabbage with fresh carrots tossed with a sweet and sour dressing

**Fresh Tossed Garden Salad**
Cucumbers, shredded carrots, cherry tomato, and red onion and garlic croutons; served with dressing

**Corn Caprese Salad with Clear Balsamic Dressing**
Slightly-roasted sweet corn with garlic, fresh chiffonade basil, mozzarella pearlini, and cherry tomatoes

**Potato Chips**

Soup Options  3.50 pp

**New England Clam Chowder**
Hand-shucked sea clams in a rich, traditionally thickened fish stock with tempered light cream, tender potatoes, and sautéed onions

**Tomato and Garden Vegetable (GF, Vegan)**
A medley of sautéed garden vegetables in a vibrant foundation of slow-simmered tomatoes with extra virgin olive oil, chopped scallions and a pinch of sea salt

**Corn Chowder**
Sweet corn, tender potatoes and onions in a traditionally thickened chicken stock with a touch of light cream

**Chicken Noodle Soup**
Made in a rich chicken stock that contains diced celery, carrots, and onions; contains chicken meat and pasta noodles

Luncheon Desserts

- Fresh-baked Assorted Cookies
- Brownies with Raspberry Cream Cheese Swirl
- Lemon Bars
- Chocolate Fudge Brownie
- Platinum Blondies
- Blonde Brownies
Dinners
Served Dinners
Select One Entrée* for groups of 20 or Less | Select Two Entrée* for groups greater than 20
*Excluding any special dietary requirements (Vegetarian, Vegan, Gluten Free)
Dinner entrées include a salad, starch, chef’s choice seasonal vegetable, rolls and butter, dessert and coffee, iced tea, iced water

**Land**

**Filet of Beef Tenderloin with Rich Demi-Glace**  28.50
The most tender cut of beef topped with a rich brown sauce

**Grilled Bistro Steak with Bourbon Bacon Demi-Glace and Roasted Shiitake Mushrooms**  22.25
Tender Teres Major topped with a bourbon bacon brown sauce and mushrooms

**Rosemary Pork Tenderloin Medallions with Orange Sauce Reduction**  24.75
Roasted rosemary marinated pork sliced and finished with an orange sauce reduction

**Roasted Pork Loin with Apple Onion Chutney and Crumbled Bleu Cheese**  23.50
Herb-crusted roast pork loin with sweet and sour chutney and savory bleu cheese

**Marinated Grilled Chicken Breast with Balsamic Reduction and topped with Bruschetta**  21.00
Tender breast of chicken marinated and grilled topped with concasse tomato and fresh basil chiffonade and a hint of garlic and finished with house-reduced aged balsamic vinegar

**Chicken Marsala**  21.00
Breaded chicken breast sauteed with mushrooms in a rich marsala wine sauce
Sea

**Panko-Crusted Haddock with Lemon Caper Sauce** 22.00
Fresh haddock crusted with Japanese panko crumbs topped with dressing made of shallots, garlic, fresh lemon, capers and olive oil

**Oven Roasted Salmon with Sisters Salsa** 22.00
Perfectly seasoned sides of salmon roasted to perfection and topped with locally produced Sisters Salsa

Vegetarian, Vegan, Gluten-Free, Dairy-Free

**Stuffed Shells with Marinara Sauce (V)** 15.25
Jumbo pasta shells filled with a cheese mixture, covered in marinara sauce and baked

**Lentil Shepherd’s Pie (VGN, GF)** 17.25
Tender pulses cooked with roasted root vegetables and seasoned with fresh herbs topped with vegan mashed potatoes

**Coconut Curry Vegetables with Basmati Rice (V, GF)** 17.50
Spicy red curry with root and vegetables simmered in coconut milk; served with basmati lentil rice blend

**BBQ Smoked Tofu “Steak” with Roasted Mushrooms (VGN, DF, GF)** 18.00
House creation of marinated and slow smoked tofu, which is grilled, basted with barbecue sauce, and roasted in the oven then topped with freshly roasted shiitake mushrooms
Hot Dinner Buffet
(minimum of 25 people)

**Black Bear Pasta Buffet** 18.00 pp

Enjoy your favorite pasta, sauces and sautéed vegetables. Includes whole wheat and white pastas, alfredo and marinara sauces, seasoned ground beef, and sautéed peppers and onions; includes Caesar salad as well as seasoned garlic and Italian breads, dinner dessert, and beverage service.

Enhance your buffet by adding the following selections:
- Italian Meatballs  3.25 pp
- Sautéed Chicken  4.25 pp
- Sweet Italian Sausage  4.00 pp

**William C. Wells Buffet** 35.00 pp

Entrées (choose two)
- Prime Rib Au Jus (add 3.00 pp)
- Roasted Pork Loin with Apple Onion Chutney and Crumbled Bleu Cheese
- Roasted Turkey and Stuffing
- Teriyaki Marinated Breast of Chicken
- Beef Stroganoff with Roasted Wild Mushrooms over Egg Noodles
- Marinated Grilled Chicken Breast with Balsamic Reduction, topped with Bruschetta
- Baked Haddock with Fennel and Orange
- Pan-Seared Ginger-Soy-Glazed Salmon with Mango Salsa and Sweet Soy Drizzle
- Coconut Curry Vegetables with Basmati Rice (V, GF)
- Stuffed Shells with Marinara Sauce (V)

Includes chef’s choice seasonal vegetable. Choose one option from the salad options, starch options and dessert options to complete this buffet. Includes beverage service.

**Salads (choose one)**
- **Fresh-Tossed Garden Salad** Cucumbers, shredded carrots, cherry tomatoes, red onions, and garlic croutons, served with dressing
- **Classic Caesar Salad** Chopped romaine, Caesar blend cheese (asiago, romano, parmesan) garlic croutons, served with Caesar dressing and garnished with fresh lemon wedge and cracked black pepper
- **Mixed Green Salad** Spring mixed greens with berries, grapes, walnuts and bleu cheese crumbles

**Starches (choose one) or chef’s selection**
- Baked Maine Russet Potato
- Roasted Red Potato
- Smashed Red Potato
- Wild Rice Pilaf

**Dinner Desserts (choose one)**
- New York Style Cheesecake with Fruit Topping
- Molten Chocolate Cake
- Maine Blueberry Pie
- Apple Pie
- Carrot Cake
- Chocolate Cake
- Sour Cream Blueberry Cake with Cream Cheese Icing
Barbecue and lobster bakes
Barbecue and Lobster Bakes
(minimum of 25 people)
Barbecues and Lobster Bakes are designed for outdoor events and require attendants and cooks with additional fees. The number of staff needed is based on the size of the group. A vegetarian entrée available upon request.

Black Bear Barbecue 16.00 pp
- Grilled Hamburgers, Hot Dogs, and Veggie Burgers
- Hamburger and Hot Dog Buns
- Ketchup, Mustard, Relish
- American Cheese
- Lettuce, Tomato, Onion Tray
- Potato Chips
- Signature Pasta Salad
- Chocolate Fudge Brownies
- Lemonade and Iced Tea

Stillwater Barbecue 22.00 pp
- BBQ Boneless Chicken Breast
- Sweet Italian Sausages with Peppers, Onions and Sub Rolls
- Sweet and Sour Coleslaw
- Herbed Potato Salad
- Corn on the Cob
- Fresh Baked Dinner Rolls
- Raspberry Cream Cheese Swirl Brownies
- Lemonade and Iced Tea

Maine Lobster Bake MP
- Steamed Maine Lobster or Marinated Sirloin Steak
- Native Mussels with Drawn Butter
- Steamed Maine-Grown Red Potato
- Fresh Corn on the Cob (seasonal availability)
- Sweet and Sour Coleslaw
- Fresh-baked Dinner Rolls
- Traditional Whoopie Pies
- Lemonade and Iced Tea
Starters
Appetizer Stations
(minimum 50 people)

**Breads and Spreads (serves 50)** 325.00
An assortment of artisan breads with homemade
dips and spreads (roasted red pepper hummus, tapenade,
artichoke and parmesan spread, and boursin cheese)

**Gourmet Cheese Display (serves 50)** 275.00
An assortment of sliced local and international
cheeses with crackers and a fruit garnish

**Local Mashed Potato Bar** 9.50 pp
Mashed potatoes served with scallions, bleu cheese, bacon,
sautéed mushrooms, salsa, roasted corn, shredded smoked
chicken, BBQ pulled pork and diced jalapenos
(Attendant fees apply)

**Charcuterie Display** 12.75 pp
Smoked and cured sausages with an assortment
of cheese and stone-ground mustards and fruit garnishes

**Whole Poached Salmon (serves 50)** 225.00
Whole poached salmon served with traditional
accompaniments of capers, chopped hard cooked egg, minced
red onion, chopped Kalamata olives, diced tomato and dill
cream sauce

**Smoked Salmon (serves 20-30)** 150.00
Side of smoked salmon served with traditional
accompaniments of capers, chopped hard cooked egg, minced
red onion, chopped Kalamata olives, diced tomato and dill
cream sauce
Hot Appetizers
Serves 25

Hot Maine Crab Dip with Assorted Crackers 40.00
Homemade Hot Artichoke Dip with Assorted Crackers 35.00
Smoked Gouda Dip with Assorted Crackers 35.00
  Add Bacon for $3.00
Spicy Chicken Wings 60.00
  Served with Celery and Carrot Sticks and one sauce for side:
  Buffalo • BBQ Sauce • Bleu Cheese • Ranch • Honey Mustard
Chicken Tenders 60.00
  Choose one sauce for side:
  Buffalo • BBQ Sauce • Bleu Cheese • Ranch • Honey Mustard
Baked Brie with Crackers 49.75
Baked Brie en croute with Red Pepper Jelly served with Baguette 60.75

Hot appetizers below sold by the dozen
(minimum 4 dozen)

Sesame Ginger Meatballs 10.00
Mini Vegetable Spring Rolls
  with Sweet and Sour Sauce 12.50
Maple Bacon Wrapped Scallops 34.75
Mini Chicken Satay with Thai Peanut Sauce 22.00
Coconut Shrimp with Sweet Thai Chili Sauce 37.00
Spinach and Feta Stuffed Mushrooms (GF) 15.00
Sausage Stuffed Mushrooms 15.00
Crab and Boursin Stuffed Mushrooms 16.00
Raspberry and Brie Stuffed Phyllo Dough 25.50
Cold Appetizers

Items sold by dozen (minimum 4 dozen)

Finger Rolls 19.00
Filled with ham salad, tuna salad and egg salad

Silver Dollar Rolls 19.00
Filled with roast beef, turkey and ham

Assorted Chef’s Choice Pinwheel Sandwiches 19.00
(will contain vegetarian option)

Crab and Cucumber Canapes with Fresh Cilantro and Red Pepper Jelly 18.00

Shaved Steak with Horseradish and Whole Grain Mustard Sauce on a Crostini 18.00

Smoked Salmon Tartlet with Avocado Mousse and Diced Mango 18.00

Guacamole Tartlet 16.00

Genoa, Boursin Cheese and Pepperoncini Crostini 17.50

Chipotle Shrimp Remoulade in Phyllo Cup 19.00

Bruschetta 19.00

Prosciutto and Melon Brochette 19.00

Curried Chicken Salad in Phyllo Cup 16.00

Caprese Skewers with Balsamic Glaze and Extra Virgin Olive Oil 17.50

Jumbo Shrimp Cocktail with Cocktail Sauce MP/pound

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Reception Trays

Fresh-Cut Fruit Tray
Small 35.00 Large 50.00

Cubed Cheese and Crackers
Small 35.00 Large 60.00

Sliced Local Cheese and Crackers
Small 50.00 Large 90.00

FreshCrudité with Creamy Ranch Dip
Small 35.00 Large 50.00

House-Made Roasted Red Pepper Hummus and Pita Bread
Small 35.00 Large 50.00

House-Made Roasted Red Pepper Hummus with Fresh Crudité
Small 40.00 Large 65.00

Antipasto Platter
Small 75.00 Large 150.00
**Create Your Own Pizza**

Start with a cheese pizza and add your desired toppings.

- **Cheese Pizza (16”)** 12.50
- **Gluten Free Cheese Pizza (10”)** 10.75
- **Toppings (per topping):** 1.50
  - Onion • Green Pepper • Pepperoni • Mushroom
  - Hamburg • Sausage • Ham • Bacon • Pineapple
  - Black Olive • Tomato • Feta

**Specialty Pizzas**

- **Buffalo Chicken Pizza (16”)** 17.50
- **BBQ Chicken Pizza (16”)** 17.50
- **Margherita Pizza (16”)** 14.50
  - (Mozzarella, basil, tomatoes)
- **Meat Lover’s Pizza (16”)** 17.50
  - (Hamburg, pepperoni, sausage, ham, and bacon)

**Add Salads**

- Caesar Salad 3.50 pp
- Garden Tossed Salad 3.50 pp

**Snacks**

- **Tortilla Chips and Salsa (serves 25)** 28.00
- **Potato Chips and Dip (serves 25)** 28.00
- **Pretzels (sold by the pound)** 9.50
- **Potato Chips (sold by the pound)** 9.50
- **Party Mix (sold by the pound)** 10.50
- **Mixed Nuts (sold in 2 pound increments)** 30.00

**Snack Breaks**

(minimum 25 people)

- **Chips and Dips** 4.00 pp
  - Potato Chips and Ranch Dip, Tortilla Chips with Salsa and Guacamole, and Pretzels with Honey Mustard

- **The Cookie Jar** 4.00 pp
  - An Assortment of Cookies and Raspberry Cream Cheese Swirl Brownies

- **Healthy Break** 3.50 pp
  - Whole Fruit and Assorted Granola Bars

- **Yogurt Parfait Bar** 5.00 pp
  - Vanilla Yogurt with Grandy Oats Classic Granola, Assorted Berries, Chocolate Chips, Shredded Coconut, and Crushed Walnuts
Decorated Cakes
Decorated cakes are available in yellow, chocolate, or marble and are double layer (8” cakes are available in yellow and chocolate only). Please specify a request for basic decorations. Icing choices are white, chocolate, or peanut butter.

- 8” Birthday Cake (serves 8)  12.00
- 10” Round Cake (serves 12)  16.00
- Quarter Sheet Cake (serves 16)  25.00
- Half Sheet Cake (serves 32)  45.00
- Full Sheet Cake (serves 64)  80.00

Bakery Snacks
(Sold by the dozen)
- Fresh-baked Cookies  14.00
- Platinum Blondies  18.00
- Chocolate Fudge Brownies  18.00
- Blonde Brownies  18.00
- Brownies with Raspberry Cream Cheese Swirl  18.00
- Lemon Bars  18.00

Finger Desserts
(All items sold by the dozen)
- Tea Cookies (choose two):  10.00
  - Chocolate
  - Vanilla
  - Walnut Confectionary
  - Madelines
- Chocolate Brownie Fingers with Icing  13.00
- Mini Eclairs  15.00
- Mini Cream Puffs  15.00
- Petit Fours  24.00

Beverages
(Sold by the gallon; One gallon is approximately 15 servings)
- Carrabassett® Coffee  16.00
- Decaffeinated Carrabassett® Coffee  16.00
- Hot Water with a Selection of Tea  16.00
- Hot Chocolate  16.00
- Fruit Juice  16.00
- Apple Cider (available hot or cold)  16.00
- Lemonade  16.00
- Unsweetened Iced Tea with Lemon and Sweeteners  16.00
- Cranberry Sparkler Punch  16.00
- Golden Punch  16.00

Individual Beverages
- Assorted Canned Soda  1.75
- Assorted Bottled Juice  2.25
- Chilled Individual 2% Milk  1.50
- AquaFina® Water (20 oz.)  2.00
Food and beverage policies
General information

For the safety and well-being of our clients and guests, food and beverages, which have not been consumed, are not permitted to be removed from a catered event. For all functions not attended (delivery or pickup) it is the responsibility of the customer to provide proper storage of food items prepared by University of Maine Catering.

Food items from other sources cannot be brought into Wells Conference Center or any University of Maine Dining location. Items may not be attached to walls, floors, ceilings or windows at events which take place in Wells Conference Center.

Reserve a Room
To reserve space in Wells Conference Center, please call 207.581.4718 or email um.catering@maine.edu

Room Rental Fees

<table>
<thead>
<tr>
<th></th>
<th>Morning</th>
<th>Afternoon</th>
<th>Evening</th>
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</thead>
<tbody>
<tr>
<td>All 3 rooms</td>
<td>$375.00</td>
<td>$180.00</td>
<td>$570.00</td>
</tr>
<tr>
<td>Room 1</td>
<td>$200.00</td>
<td>$100.00</td>
<td>$300.00</td>
</tr>
<tr>
<td>Room 2</td>
<td>$100.00</td>
<td>$ 50.00</td>
<td>$150.00</td>
</tr>
<tr>
<td>Room 3</td>
<td>$ 75.00</td>
<td>$ 30.00</td>
<td>$120.00</td>
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A portion of your rental fees (up to 50%) will go towards the cost for food and beverage.

Guarantees/Lead Time

It is advisable to plan as far in advance as possible. Please call to schedule your event no less than 10 business days ahead of time. At the time the function is booked, please provide the following information: date, time, location of event, group/organization, estimated count, type of service, and account number. We require the final guaranteed count five business days before the event.

The final cost for billing purposes will be based on the guaranteed number supplied by the customer or the actual count on the day of service, whichever is greater.

Dietary Restrictions

If you have an attendee with special dietary restrictions, we ask that you please provide UMaine Catering with this information at least three business days in advance in order to accommodate the needs.

Last-Minute Requests

UMaine Catering will make every effort to accommodate last-minute requests. Events planned with less than three business days notice require special consideration. Menu selections may be limited and based on availability. A minimum surcharge of 15% may be added to the approved request.

Function Cancellation

When it is necessary to cancel an event, please notify us as soon as possible. Any event cancelled three business days prior to the date of the event or later may be charged the food cost for the event.

Menu and Service Pricing

Menu prices reflect the current rate and may be subject to change. Guaranteed prices for both service and menu items can be quoted 30 days in advance of the event. Exceptions to the 30-day quote are for those items based upon the day’s market price.

Prices for food service include the meal itself and any standard services provided for the event. Add 8% sales tax to the price unless the ordering organization is tax exempt. A tax-exempt certificate must be provided prior to the event.

Service surcharges may be assessed for any special services provided beyond the actual meal.

Billing and Payment

Account numbers need to be provided at the time of order for all internal billing. If an organization does not have an account number, it will be assumed that they are to be billed as an outside organization. The 8% tax will be assessed without a copy of the tax-exempt certificate.
Service charges

Delivery and Miscellaneous Fees
There is no delivery fee for events scheduled on campus Monday through Friday between 7 a.m.–5 p.m.
UMaine Catering reserves the right to add an additional charge for attendants for the delivery of a buffet over 25 people, which includes hot food.

Delivery Fee: Before or after the hours of 7 a.m.–5 p.m.
• On campus: $10.00 or 5% of order if over $200.00, whichever is greater
• Off campus: $26.00 or 12.5% of order if over $200.00, whichever is greater

Delivery Fee, Weekend:
• On campus: $31.50 or 15% of order if over $200.00, whichever is greater
• Off campus: $52.50 or 20% of order if over $250.00, whichever is greater

Holidays:
Events scheduled on all University holidays or Administrative Days will be assessed holiday rates of an additional 25% of the total.

Off-Premise Fee:
For meal functions that take place outside of Wells Conference Center, a surcharge may be applied. Rates vary depending on the facility and the function. Rental of tables and chairs are the client’s responsibility.

Open Flames and Sterno:
For your guests’ safety, an attendant may need to be present, if UMaine Catering deems necessary, at all events that require open flames or Sterno. Appropriate attendant fees will apply.

Personnel Labor Fees:
Wait staff fees are included in the price for breakfast, lunch or dinner service. Attendants for receptions and BBQ’s will be billed at the following rates for the amount of time required to service your event (includes time for set-up and break-down).
UMaine Catering will determine the number of personnel needed for an event based on the type of event.
• Wait staff and/or Attendants (3 hour minimum): $25.00 per hour
• Cooks (2 hour minimum) $30.00 per hour

Equipment:
UMaine Catering has a limited quantity of items for rent. The client is responsible for the pickup and next day return of any rented equipment. Replacement fees will be assessed if the equipment is not returned or returned damaged.
• Chafing Rack: $16.50 per rack (includes Sterno)
• Cambro Thermos (for beverages) $11.00 per container
• Linen (Must be ordered 1 week in advance)
  • Linen Napkins: $5.50 per dozen
  • Linen Tablecloths: $5.50 each
  • Banquet Tablecloths: $9.50 each
  • 54"x119" Rectangular
  • 90"x90" Square
  • 120" Round Linen Tablecloths

Alcoholic beverage service and policies
The fee schedule for bar service is as follows:
• Beer/Wine Bar: $100.00
• Full Liquor Bar: $200.00
The fee includes one (1) bartender and the liquor license. Additional bartenders, as needed by our discretion, will be charged at $25.00 per hour.

Alcoholic Beverage Service
All alcoholic beverages served under the UMaine Catering liquor license requires our bartenders to:
• Request proper photo identification
• Refuse to serve any person who is not 21 and/or fails to provide a photo ID
• Refuse alcoholic beverage service to any person who, in our judgment, appears to be intoxicated

Liquor License
UMaine Catering, under Maine State Law, cannot serve alcoholic beverages without a valid liquor license. Generally, UMaine Catering will service events only on campus with a liquor license; arrangements should be made 14 days prior to the event for this service.

NOTE: Student groups must have prior approval through the Alcohol and Drug Education Programs Office prior to serving alcohol at events.