

wes watkins center

SIMPLE SOLUTIONS



catering guide

Wes Watkins Center Catering
207 Wes Watkins Center
(405) 744-9359
meetings.okstate.edu

wes watkins center CATERING

In addition to our more than 24,000 square feet of meeting space, the Wes Watkins Center also offers streamlined catering services for your meeting or event of any size.

Browse our menu of breakfast options, quick salad or sandwich boxed lunches, themed buffets, appetizers and more; then consult with your event specialist to place your order!

All Wes Watkins Center Catering orders are delivered to your meeting or event space in eco-friendly and disposable wares making for a simple solution to get you back to what's important.

what to look for...

Allergens

Please be advised that many of our menu items may contain peanuts, eggs, shellfish and other allergens. Please speak with your Wes Watkins Center Catering event specialist regarding any allergen sensitivities prior to placing your order.

Choose Orange*

Anytime you see an item in this menu that is highlighted orange, this is a healthier option for you to enjoy - guilt free!

*based on the U.S. Dietary Guidelines for Americans

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BREAKFAST

All menu items will be delivered in disposable wares with paper products. No service attendant will be provided.

MENU

minimum 10 guests. priced per guest.

The All-American 5.50
scrambled eggs, bacon, home fries and assorted breakfast breads

Healthy Start 6.25
greek yogurt, whole fruits, breakfast bars, bottled water and juices

Continental Breakfast 5.50
whole fruits, muffins, bagels with cream cheese and jellies, assorted individual cereals with milk

Quick and easy

catering solutions for meetings,
luncheons, conferences and more!

BREAKFAST - A LA CARTE

minimum one dozen. priced per dozen.

FRESH BAKED SCONES	16.95
CINNAMON ROLLS	16.95
MUFFINS	21.50
BREAKFAST BREADS	21.50
DONUTS	14.50
BAGELS with cream cheese	17.95
INDIVIDUAL YOGURT (per individual cup)	1.75
CHOBANI® GREEK YOGURT (per individual cup)	1.99
BREAKFAST SANDWICHES (min. 20) egg and cheese with choice of bacon, sausage or ham on texas toast.	49.95

LUNCH

SANDWICH BOX LUNCHESES

Minimum 10 guests. Priced per guest. Includes meal kit and condiments.

Add whole fruit, bottled water, chips or a jumbo cookie + 1.75

classic 3.99
turkey, ham or roast beef sandwich with lettuce and tomato on white or wheat

cowboy club 6.75
turkey, ham, roast beef and salami with swiss cheese and spicy brown mustard, lettuce and tomato, on fresh ciabatta

sonoma chicken 5.99
grilled and sliced chicken with avocado, alfalfa sprouts and provolone cheese

turkey caprese 5.25
sliced turkey, lettuce, sundried tomato, basil and mozzarella served on ciabatta

chicken bacon ranch wrap 5.25
grilled and sliced chicken, bacon, lettuce, tomato, american cheese and ranch dressing, in a garlic and herb flour tortilla

chicken salad 4.75
served on hoagie with lettuce and tomato

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SALAD BOX LUNCHES

Minimum 10 guests. Priced per guest. Includes meal kit.

Add whole fruit, bottled water, chips or a jumbo cookie + 1.75

strawberry feta 6.50

spring mix & romaine, strawberries, feta, almonds, balsamic vinaigrette

mandarin orange, walnut & gorgonzola salad 6.50

spring mix & romaine, mandarin oranges, walnuts and gorgonzola, raspberry vinaigrette

thai chicken salad 6.50

romaine, grilled chicken, red onion, bell peppers, fresh mint and cilantro, spicy thai dressing

mushroom & spinach 5.50

spinach, bacon, eggs, bell peppers, mushrooms, honey vinaigrette

chicken caesar 4.99

romaine, grilled chicken, croutons, parmesan cheese, caesar dressing

ham & turkey chef salad 5.50

romaine, ham, turkey, tomatoes, carrots, cheddar and monterey jack cheese blend, choice of ranch or italian dressing

THEMED BUFFETS

All menu items will be delivered in disposable wares with paper products. No service attendant will be provided.

Minimum 10 guests. Priced per guest.

All themed buffets include tea and water.

The Picasso 8.95

choose one each

pasta

spaghetti, penne, fettuccini

meat (additional meat choice + 4.00)

meatballs, italian sausage, chicken

sauce

marinara, alfredo, tomato vodka

bread

garlic breadsticks, garlic toast, assorted rolls

vegetables

green beans, seasonal fire-roasted vegetables

The Backyard Grill 6.75

includes buns and condiments; lettuce, tomato, pickles, onions, and relish

choose one each

meat (additional meat choice +2.50)

hamburgers or sabrett® hot dogs

sides

baked beans or potato chips

cheese

shredded cheddar or sliced american

The Round Up

8.75

choose one each

meat (*additional meat choice + 4.00*)

grilled chicken, brisket, pulled pork

vegetables

fire roasted seasonal vegetables, baked beans or green beans

starch

potato chips, corn on the cob, mac & cheese, loaded mashed potatoes

salads

garden salad, pasta salad, Caesar salad, cole slaw or potato salad

bread

dinner rolls, ciabatta

The “Deli” Oklahoman

8.75

includes relish tray and condiments

meat (choose 2)

roast beef, roast turkey, ham, tuna salad or chicken salad

cheese (choose 2)

swiss, cheddar or american

bread (choose 2)

sliced white, wheat or ciabatta

side (choose 1)

cole slaw, potato salad, house salad or chips

Pizza (per pie)

14.50

choice of pepperoni, sausage, beef, cheese, or supreme pizza cut into 8 large slices

APPETIZERS

All menu items will be delivered in disposable wares with paper products. No service attendant will be provided.

All appetizers served by the pound.

chips & salsa 17.00

chips & queso 22.00

chips & guacamole 22.00

potato chips 9.00

gardetto's 10.00

mixed nuts 24.00

pretzels 9.00

mini candy bars 15.00

PLATTERS

All menu items will be delivered in disposable wares with paper products. No service attendant will be provided.

All platters serve approximately 25 guests.

cocktail sandwiches 40.00

slider sized turkey and ham sandwiches

antipasto 75.00

salami, pepperoncini, grape tomatoes, olives, artichoke hearts, mushrooms, mozzarella and provolone cheese served with crackers

gourmet cheese 75.00

cheddar, swiss, mozzarella, provolone and blue cheese served with crackers

vegetable

small (serves 25 guests) 40.00

medium (serves 50 guests) 75.00

fruit

small (serves 25 guests) 55.00

medium (serves 50 guests) 100.00

BEVERAGES

All menu items will be delivered in disposable wares with paper products. No service attendant will be provided.

Priced per gallon (unless otherwise noted).
One gallon serves 17 guests.

water	5.00
coffee <i>regular or decaffeinated</i>	17.50
orange juice	19.00
iced tea	13.00
lemonade	15.00
orange punch	20.00
canned soda (each)	1.50
bottled water (each)	1.75
bottled juices (each)	2.15

DESSERTS

All menu items will be delivered in disposable wares with paper products. No service attendant will be provided.

SPECIALTY CAKES

all cakes are frosted with white or chocolate buttercream frosting.

single layer

half sheet cake 40.00

full sheet cake 80.00

double layer

half sheet cake 80.00

full sheet cake 160.00

COOKIES

minimum one dozen. priced per serving.

traditional 0.85

chocolate chip, double chocolate, peanut butter, oatmeal raisin, sugar or macadamia nut

spirit cookies 2.00

with orange or white glaze

“o-s-u” orange & black 2.00

specialty cookies in spirit colors spelling out “o-s-u”

wes watkins center **CATERING**

service

Wes Watkins Center Catering orders will be delivered in eco-friendly, compostable, disposable wares.

No attendants will be provided during service.

reservations & fees

late reservations

A late reservation fee of 20% will be assessed for any catering event orders placed within five (5) business days of the desired event.

guarantees

Attendance and food guarantees should be provided to the event coordinator no later than 11:30 am, five (5) business days before the planned event date.

holidays

Services and prices are for normal business days in accordance with the university calendar. Events scheduled on any legal holidays or university shut-down periods may incur an additional fee.

cancellation

A fee will be charged for orders cancelled within three (3) business days of an event, based on food and labor costs accrued up to the time of the events cancellation. If an event cancellation occurs more than three (3) business days prior to the scheduled event date, any deposit/partial payment may be returned less expenses already incurred.

inclement weather

If Oklahoma State University is closed due to inclement weather or other acts of God, all catered events will be automatically canceled. Any deposit/partial payment may be returned less expenses already incurred.

policies and PROCEDURES

food removal

In accordance with Oklahoma State Department of Health codes, any leftover foods cannot be distributed to the host or guests following any catered function.

contracts

A contract will be e-mailed detailing the agreement discussed in the consultation with your event specialist. Please review the contract and all policies and procedures of Wes Watkins Center Catering thoroughly. After reviewing your contract it should be signed and returned to your event specialist.

payment

sales tax

Oklahoma sales tax of 8.13% will be added to each order with the exception of any verified tax-exempt organizations.

deposits/partial payments

Individuals or groups without university approved accounts (CVI or BRS) must make a 50% deposit, required at the time of reservation. The remaining balance is due three (3) business days prior to the event. Any deposit/partial payment will be applied to final invoice.

payment methods

Oklahoma State University departments and any affiliated student organizations may charge against a university bursar (BRS) or campus fund code (CVI).

A service charge of 15% of the total bill, **excluding sales tax**, will be applied for any method of payment excluding University department accounts (CVI) or bursar associated with a campus department (BRS).

All major credit cards & checks are accepted.

Oklahoma State University, in compliance with Title VI and VII of the Civil Rights Act of 1964, Executive Order 11246 as amended, Title IX of the Education Amendments of 1972, Americans with Disabilities Act of 1990, and other federal laws and regulations, does not discriminate on the basis of race, color, national origin, sex, age, religion, disability, or status as a veteran in any of its policies, practices or procedures. This includes but is not limited to admissions, employment, financial aid, and educational services. Title IX of the Education Amendments and Oklahoma State University policy prohibit discrimination in the provision of services or benefits offered by the University based on gender. Any person (student, faculty or staff) who believes that discriminatory practices have been engaged in based upon gender may discuss their concerns and file informal or formal complaints of possible violations of Title IX with the OSU Title IX Coordinator, Dr. Carolyn Hernandez, Director of Affirmative Action, 408 Whitehurst, Oklahoma State University, Stillwater, OK 74078, (405) 744-5371 or (405) 744-5576 (fax). This publication, issued by Oklahoma State University as authorized by University Dining Services, was printed at no cost to the taxpayers of Oklahoma.