**BREAKFAST**

**today's agenda**
22.00 per guest  
(must be guaranteed for full number of guests no modifications)

**pre-meeting**
mini muffins, bagels & danish, cream cheese, preserves, butter,  
orange juice, fair trade coffee, selection of tea

**am break**
fair trade coffee, selection of tea, fresh sliced fruit

**pm break**
fair trade coffee, selection of tea, freshly baked cookies

**conference breakfast**
12.00 per guest  
mini muffins, bagels & danish, sliced fruit, cream cheese,  
preserves, butter, orange juice, fair trade coffee, selection of tea

**eating well breakfast**
16.50 per guest  
hard boiled eggs, steel cut oatmeal, individual greek yogurt,  
seasonal sliced fresh, freshly squeezed orange juice,  
fair trade coffee, selection of tea

**hearty start to the day**
21.00 per guest  
15 guest minimum  
scrambled eggs, french toast, seasonal warm compote & maple  
syrup, bacon, turkey sausage, home fries, orange juice, fair trade  
coffee, selection of tea

**a la carte breakfast items**
3.25 each  
chocolate or butter croissants  
pecan rolls or cinnamon swirl rolls  
assorted coffee cakes  
in house baked scones

**hot breakfast additions**
4.75 each

**breakfast sandwiches**
egg & cheese / sausage, bacon or turkey sausage, egg & cheese

**individual breakfast quiche**
chef's selection of vegetarian or meat filling

**individual breakfast frittata**
chef's selection of vegetarian or meat filling  
(egg whites available upon request / subject to availability)

**steel cut oats**
brown sugar, raisins & walnuts

**healthy alternatives**

<table>
<thead>
<tr>
<th>Item</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>fresh fruit &amp; yogurt parfait</td>
<td>4.25</td>
</tr>
<tr>
<td>sliced fresh fruit</td>
<td>4.75</td>
</tr>
<tr>
<td>yogurt with granola</td>
<td>4.25</td>
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<tr>
<td>individual organic yogurt cups</td>
<td>2.25</td>
</tr>
<tr>
<td>whole fruit</td>
<td>1.75</td>
</tr>
<tr>
<td>hard boiled egg</td>
<td>1.50</td>
</tr>
<tr>
<td>assorted granola &amp; protein bars</td>
<td>2.75</td>
</tr>
</tbody>
</table>

**morning beverages**

<table>
<thead>
<tr>
<th>Beverage</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>fresh brewed coffee, selection of tea</td>
<td>4.25 per guest</td>
</tr>
<tr>
<td>beverage service</td>
<td>5.75</td>
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<tr>
<td>fresh brewed coffee, selection of tea &amp; bottled water</td>
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<tr>
<td>assorted soda &amp; bottled water</td>
<td>2.00</td>
</tr>
<tr>
<td>assorted juices</td>
<td>2.25</td>
</tr>
</tbody>
</table>

**before placing your order, please inform a member of the catering team if a person in your party has a food allergy.**
TAKE A BREAK

(15 guest minimum unless stated)

**make your own trail mix**
7.95 per guest
chocolate chips, raisins, almonds, pecans, mini pretzels, granola, shaved coconut, sunflower seeds

**nosh box**
7.50 per guest
cheese and cracker package, hummus & crudités cup

**be well**
8.75 per guest
vegetable crudités, seasonal hummus, sliced fruit, whole wheat pita chips, infused water

**the new englander**
8.25 per guest
assorted whoopie pies, chocolate covered cranberries, cape cod potato chips, salt water taffy

**sweet indulgences**
7.75 per guest
assorted mini tarts, freshly baked cookies & brownies, sliced fresh fruit, coffee, selection of tea

**petite afternoon sandwiches**
25 guest minimum
8.75 per guest

**select any 3 sandwiches**
caprese – tomato, basil, mozzarella
salmon & cucumber
roast beef, swiss, horseradish mayonnaise
smoked turkey, green apple, cheddar cheese, tarragon mustard
tarragon chicken salad, grapes

**signature seasonal breaks**
8.25 per guest

**spring**
biscotti, cannoli, italian soda, prosciutto wrapped melon

**summer**
iced honey ginger lemonade, chocolate chip cookies, fresh sliced watermelon, sea salt & cracked pepper potato chips

before placing your order, please inform a member of the catering team if a person in your party has a food allergy.
LUNCH

all of our lunches come with assorted soda and bottled water

basic tote lunch
16.00 per guest
specialty sandwich or salad, chips, freshly baked cookie

deluxe tote lunch
20.00 per guest
specialty sandwich or salad, chips, freshly baked cookie, whole fruit
choice of: pasta salad or mixed greens

sandwich buffet
26.75 per guest
20 guest minimum
mixed greens, balsamic dressing, gherkins & marinated olives,
assorted chips, cookies & brownies, sliced fresh fruit

antipasti, select 2
chef’s seasonal antipasti
ciaesar salad, herb croutons
cold sesame soba noodle salad, asian vegetables, wonton crisp
tomato, mozzarella, fresh basil salad
greek salad, romaine, chopped tomato, olives, feta & greek dressing
kale, tri-color quinoa, edamame, radish, truffle vinaigrette

add soup of the day
3.75 per guest

special dietary meals
we offer the following special dietary meals; please contact your
catering manager for details
made without gluten
vegan and dairy free
made without nuts
kosher meals

sandwich, select a maximum of 4 varieties
turkey, swiss, baguette
smoked turkey, sharp cheddar, green apple, tarragon mustard,
7 grain roll
roasted chicken, harissa mayonnaise, arugula, goat cheese,
ciabatta
ham, cheddar, onion roll
prosciutto, mozzarella, tomato, fresh basil, focaccia
salami & sopressatta, prosciutto, provolone, banana peppers,
balsamic vinaigrette, baguette
albacore tuna, 7 grain bread
fresh mozzarella, sun dried tomato spread, basil, arugula,
rosemary ciabatta
grilled vegetables, goat cheese, pesto, focaccia bun
roasted portobello mushroom, roasted red peppers,
whipped feta, lemon aioli, ciabatta

before placing your order, please inform a member of the catering

team if a person in your party has a food allergy.
LUNCH CONTINUED

wraps
chicken caesar salad, spinach wrap
smoked turkey, stuffing, cranberry mayonnaise, whole wheat wrap
roast beef, boursin, arugula, horseradish mayonnaise, tomato basil wrap
za’atar spiced vegetables, hummus, cucumber, spinach wrap (vegan)

salads
classic caesar salad: grilled chicken, parmesan cheese & herb croutons, caesar dressing
chicken cobb salad: turkey, tomatoes, hard boiled egg, crumbled blue cheese, blue cheese dressing
mixed greens, tomato, cucumber, grilled chicken, balsamic dressing
tuna niçoise salad: albacore tuna, olives, hard boiled egg, green beans, balsamic dressing
tri-colored quinoa, black beans, cumin roasted corn, red peppers, cilantro, mixed greens, balsamic dressings

before placing your order, please inform a member of the catering team if a person in your party has a food allergy.
ROOM TEMP BUFFET LUNCH

32.75 per guest
20 guest minimum
all room temperature lunch buffets are served with:
assorted rolls & butter, seasonal sliced fresh fruit, cookies & brownies, assorted soda & bottled water

entrée, select 2
grilled mojo chicken, smoked baby carrots, crispy plantains
chicken paprikash, eggplant, olive salad
smoked seasonal catch, charred cabbage, radish salad
roasted salmon, rainbow swiss chard, preserved lemon, crispy garlic
grilled flank steak, chimichurri, red cabbage slaw
grilled pork loin, moxy glaze, three-bean salad
white polenta cake, grilled shishito peppers, chow chow relish,
chili infused agave
grilled celery root, lentil vindaloo, mango dak, fried chick peas

salad, select 4
butter lettuce wedge, stilton blue, crispy pancetta, cherry tomato,
red pepper ranch
roasted brussel sprouts, red bell pepper, nuoc cham, toasted almond
tuscan kale caesar, focaccia croutons, shaved pecorino romano
“japchae” rice noodles, baby vegetables, sesame yuzu vinaigrette
red quinoa, legumes, mandarin orange, pickled radish,
citrus vinaigrette
heirloom potato salad, castelvetrano olives, parsley,
sherry vinaigrette
mesclun greens, shaved fennel, tomato, grana padano,
balsamic dressing
chef’s selection of seasonal grilled vegetables

networking buffet lunch
24.50 per guest
all buffets are served with:
cookies, assorted soda & bottled water

petite afternoon sandwiches, selection of three
caprese – tomato, basil, mozzarella
salmon & cucumber
roast beef, swiss, horseradish mayonnaise
smoked turkey, green apple, cheddar cheese, tarragon mustard
tarragon chicken salad, grapes

“shaker” salads, select one
kale caesar
greek
traditional cobb
quinoa
tomato & mozzarella skewers
fruit skewers, honey yogurt sauce

before placing your order, please inform a member of the catering team if a person in your party has a food allergy.
SEASONAL PLATED LUNCH

*10 guest minimum*

**all plated lunches include the following**
- starter, main course, dessert,
- full china service, assorted rolls & butter & coffee/tea

restaurant associates chefs strive to create a seasonal menu that incorporates the freshest ingredients available. our offerings are available upon request for your event.

**room temperature plated lunch**
53.50 per guest
3 course plated lunch

**formal hot plated lunch**
63.00 per guest
3 course hot plated lunch

before placing your order, please inform a member of the catering team if a person in your party has a food allergy.
THEMED BUFFET PACKAGES

50.75 per guest
buffets come with assorted soda, water and coffee/selection of tea

new england clam bake
south shore clam boil
grilled chicken, sam adams bbq chicken
shrimp rolls
corn and green bean succotash
crispy pier fries, malt vinegar
portobello mushroom “stiffies”

indian street food
chicken tikka masala
palak paneer
garlic naan
saffron basmati rice
alo chole
tamarind chutney, mint chutney and raita

turkish dinner
chicken “sultan’s delight”
char-grilled steak, roasted garlic & fig sauce
seasonal couscous tagine
baked eggplant, roasted tomato and feta
“coban salad” (fresh tomato, cucumber and pepper salad)
tabbouleh

colombian
beef sancocho
grilled chicken, aji salsa
arepas, queso fresco
frijoles colombianos
fried plantains

southern comfort
buttermilk fried chicken
smoked pulled pork
country potato salad
baked spinach casserole
aged cheddar mac & cheese
cheddar biscuits

asian
beef & broccoli, black bean sauce
orange chicken
vegetable fried rice
“gai lan” (chinese broccoli), sesame, chili
cucumber, ginger salad
vegetable egg rolls

before placing your order, please inform a member of the catering team if a person in your party has a food allergy.
RECEPTION STATIONS

**local new england cheese board**
9.50 per guest  
(subject to change due to availability)

- crudités  
  6.95 per guest  
  crisp market fresh vegetables  
  roasted red pepper dip  
  hummus  
  blue cheese dip

**mediterranean**
9.75 per guest  
hummus  
feta cheese, honey & herbs  
chunky tomato & basil spread  
tabbouleh salad  
marinated olives  
pita chips & crostini

**spinach & artichoke dip**  
6.25 per guest  
served with pita chips

**baked brie**  
85.00 per wheel  
(serves up to 25 people)  
chef’s seasonal vegetarian or meat filling  
served with baguettes & assorted crackers

**traditional shrimp cocktail**  
425.00 per display

**raw bar**  
*market price* per display  
add stone crab or king crab for additional market price  
oysters  
shrimp  
clams  
grapefruit mignonette  
cocktail sauce  
house made hot sauce  
lemons

**tapas station**  
18.50 per guest  
marinated olives  
spiced marcona almonds  
spanish meatballs, roasted red pepper sauce, manchego  
chicken paella  
patatas bravas, paprika vinaigrette, scallion  
ajillo mushrooms  
bacalao croquettes, saffron aioli  
citrus, olive and red onion salad  
blistered padron peppers, grilled lemon, sea salt

*before placing your order, please inform a member of the catering team if a person in your party has a food allergy.*
RECEPTION STATIONS CONTINUED

**italian antipasto**
15.25 per guest
prosciutto, soppressata, capicola
pecorino toscano
bocconcini, roasted peppers, tomatoes, marinated olives
roasted baby artichokes & mushrooms
eggplant caponata
marinated olives
crostini

**izakaya station**
21.50 per guest
pork gyoza
edamame dumplings
tebasaki wings
tare glazed chicken skewers
sichimi togarashi beef skewers
soba noodle salad
vegetarian summer rolls

**mini tostada bar**
16.25 per guest
grilled pineapple and jicama
chicken machaca
beef ropa vieja
pico de gallo
guacamole
lime crema
queso fresco
black bean and grilled corn salsa

**thai lettuce wraps**
17.25 per guest
fresh bibb lettuce
chicken larb
coconut tofu
carrots
scallions
cilantro
basil
mint
pickled chili
sriracha
nuoc cham
hoisin peanut sauce

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PASSED HORS D’OEUVRES

**selection of four**
- first hour $21.50
- additional hour $10.75

**cold**
- deviled eggs (choose 1 flavor)
- truffle & caviar, avocado & bacon, chipotle, scallion & plantain
- chef’s seasonal shooter
  (fresh fruit or vegetable juice)
- watermelon & feta skewers, mint chutney
- vegan fresh rolls, peanut sauce
- cucumber cup, beet salad, tofu lime crema
- curry chicken salad, endive
- seared beef tenderloin, red onion marmalade, herb crostini
- beef tartare, potato crisp, arugula, red onions & capers
- california rolls, soy ginger
- assorted nigiri sushi & maki rolls
- spicy tuna salad, tobiko, wonton crisp
- salmon poke, wakame salad, sesame citrus vinaigrette
- oyster shooter, tomato, fresh horseradish & lemon oil
- sesame crusted tuna, mirin soy glaze, cilantro salad, crispy wonton

**hot**
- mushroom filo, truffle cream
- edamame dumpling, ginger soy
- vegetable hush puppies, old bay aioli
- mini twice baked potato, sour cream, chive
- miniature vegetable pakora, tamarind chutney
- asparagus & mushroom risotto croquette, truffle cream
- caramelized leeks, shiitake mushroom, goat cheese phyllo tart
- chicken tikka skewers, tomato chutney
- beef teriyaki, grilled scallion
- blue cheese stuffed date, bacon
- braised beef empanada, chipotle aioli
- miniature beef wellington, truffle mushroom duxelles, chive butter
- black pepper steak, pearl onion agrodulce, béarnaise
- crab stuffed mushrooms
- jumbo lump crab cake, tartar sauce
- smoked salmon roulade, chives, meyer lemon cream cheese, potato pancake, crispy capers

Before placing your order, please inform a member of the catering team if a person in your party has a food allergy.
BUFFET DINNER

**two entree**
69.50 per guest
25 guest minimum
10.25 per guest for additional entree
served with assorted rolls & butter and coffee station

**antipasti, select 3**
- napa cabbage, edamame, tomato, almond, avocado cilantro, sesame
- kale caesar salad, house made croutons, parmesan
- cajun bean salad, creole mustard, celery, cucumber, egg, onion
- shaved fennel, cucumber, citrus, basil
- grilled baby carrots, harissa, goat cheese, dried fruit, mint
- fattoush, romaine, cucumber, tomato, red onion, herbs, toasted pita, lemon-sumac vinaigrette
- red quinoa, edamame, cashew, red pepper, sesame ginger vinaigrette
- curried orzo, peppers, currants, pine nuts

**entree, select 2**
- grilled flank steak, poblano mole, pico de gallo
- port braised pot roast, star anise, caramelized cippolini onion, baby carrots, celery, chives
- turkey shepherd’s pie, black truffle mashed potato, grilled baby corn
- korean bbq glazed turkey breast, green onion, pickled fresno chili, sesame
- grilled chicken piccata, capers, lemon, brown butter
- buttermilk fried chicken, red cabbage slaw
- honey baked ham, roasted apple, maple mustard
- roasted pork loin, pancetta, sage pesto, orange zest
- grilled mahi mahi, mango salsa, charred tomato, serrano
- roasted salmon, grilled meyer lemon, chervil, dill
- tofu-fried rice, brown rice, tofu, corn, carrots, snow peas
- baked cheese tortellini, roasted tomato, basil, pecorino

**sides**
- vegetables, select 1
  - bacon braised greens, white wine, garlic
  - whole roasted brussel sprouts, rosemary pesto, pecorino
  - charred cauliflower, green harissa
  - tomato braised green beans, basil
  - roasted carrots, pomegranate molasses, almonds
  - confit “biyaldi” squash, zucchini, eggplant, pepperonata, olive oil
- starch, select 1
  - crushed fingerling potato, spanish olive oil, fresh parsley
  - cheddar & jalapeno cornbread
  - pommes aligot
  - black quinoa, pine nuts, tomato
  - wild rice, heirloom carrot, thyme
  - roasted tomato baked beans, rosemary, parmesan

**miniature desserts, select 2**
- tiramisu torte
- lemon tart
- traditional cheesecake
- chocolate praline crunch
- peanut butter carmel chocolate
- salted carmel s’mores tart
- boston cream torte
- triple layer mud pie

before placing your order, please inform a member of the catering team if a person in your party has a food allergy.
SEASONAL PLATED

three course plated dinner
80.50 per guest
(10 guest minimum)
served with assorted rolls, butter and coffee/tea service

restaurant associates chefs strive to create a seasonal menu that incorporates the freshest ingredients available. our offerings are available upon request for your event.

first course
local spring greens
bacon, quail egg, banyuls gelee, green goddess
little gem lettuce
fava beans, haricot vert, fingerling potato, dill, parmesan, lemon vinaigrette
green asparagus
white asparagus panna cotta, ruby red grapefruit, fennel, hazelnut
smoked baby carrots
chimichurri, pickled radish, almond butter, cotija
spring vegetable gazpacho
fava beans, english peas, pickled ramps, tomato, crème fraîche
roasted beet salad
pine nut croquante, bonne bouche, preserved lemon

entrées
roasted statler chicken
spring dug parsnip, nettles, pickled pearl onion, carrot emulsion
pan seared bronzino
Prince Edward Island mussels, cockles, bok choy, tamari dashi
herb crusted salmon
hakurei turnip, asparagus, english pea pistou, lemon beurre monte
spaetzle
spring peas, leeks, black trumpet mushroom, whipped lavender mascarpone, basil
asparagus lasagnette
grana padano, fresh mozzarella, “hen of the woods” mushroom
grilled flatiron steak
new potato, heirloom carrot, ramp butter
persian braised lamb cannelloni
ricotta, mint, sultanas, lamb jus

dessert
chef’s seasonal trifle

before placing your order, please inform a member of the catering team if a person in your party has a food allergy.
RECEPTION BEVERAGES

(please note: all prices are charged per guest and must be guaranteed for the full amount of guests. all beverages must be provided and served by the joseph b martin conference center. cash bars are not permitted.)

**non-alcoholic bar**
- 6.25 per guest up to 3 hours sodas, mixers, juices
- 1.75 per guest each additional hour

**beer & wine bar**
- 12.75 per guest first hour
- 8.25 per guest each additional hour
- house wine red & white wines
- imported & domestic beers
- sodas, mixers, juices

**full premium bar**
- 18.75 per guest first hour
- 8.75 per guest each additional hour
- premium liquor
- house wine red & white wines
- imported & domestic beers
- sodas, mixers, juices

**bar set up fee**
- 50 people or less 175.00 flat fee
- 51 people or more 4.00 per guest
*set-up fee includes, glassware, and liquor license fee as required by the city of boston

**bartender**
- 33.50 per hour, 4 hour min
*one bartender required per 100 guests

before placing your order, please inform a member of the catering team if a person in your party has a food allergy.
We are pleased you have chosen to host your event at the Joseph B. Martin Conference Center. Catering menu selections and service details should be confirmed at least 14 days in advance of the event. Clients will be issued a Banquet Event Order (BEO) outlining the menu selections, estimated attendance counts, service time and details. A signed BEO must be received 10 business days prior to your event to allow us to do preliminarily staffing and allow the culinary team, to prepare for your function event. 

There is a 20% taxable staffing charge fee on all menu items. The staffing charge fee will be outlined on the BEO.

Notification of the final number of participants is due not less than 72 hours (3 business days) prior to the start date. If a final guarantee count is not received by the 3rd business day prior to the start date, clients will be charged for the estimated guest count on the BEO or the actual guest count; whichever number is higher.

Efficient preparation for your event will require that the room set-up count and the catering guarantee be within 5% in order to meet the expectations of the group. If the served count is higher than the guarantee, the served number will prevail on the final bill.

Menu selections are displayed on china for service on buffet. Attendees use high quality disposables. Full China Service featuring china, glass and silver can be arranged in advance. Please note additional rental and staffing fees will apply. Please consult with your catering manager.

cancellation & change policy

date of signed contract to 91 days prior to start date of conference
liquidated damages: 25% of total value

61 – 90 days prior to start date of conference
liquidated damages: 50% of total value

31 – 60 days prior to start date of conference
liquidated damages: 75% of total value

any function cancelled less than 30 days prior to start date
liquidated damages: 100% of total value

please note:
prices are subject to change without prior notice.
food or beverage is not allowed to be removed from the premises.
kosher meals can be provided upon request, please allow 72 hours

event staffing guidelines

receptions
one coatroom attendant per 75 guests (optional)
one bartender per 100 guests
one hors d’oeuvres passer per 50 guests

plated events
one waitstaff per table (8-10 guests per table)

buffet events
one waitstaff per 3 tables (8-10 guests per table) + buffet attendants
one buffet attendant per 50 guests
GREENING YOUR EVENT

RA is acutely aware that our thoughts and actions directly impact not only our customers, but a much larger community. Because of this, RA has taken steps to continually improve how we run our business, serve our guests, and preserve our natural resources.

Local Food: Restaurant Associates is working with local farmers and produce distributors to provide our guests with the freshest seasonal foods while supporting our local communities. Items are identified as local if they are from sources that are no more than 150 miles from the location in which it is served. As a result, local food means fewer food miles and a dramatic reduction in transportation, days of refrigeration, and tons of pollution and packaging. Please contact your catering manager for seasonal organic and local reception and lunch menus.

Sustainable Seafood: The world’s stock of wild seafood is threatened with extinction due to over and uncontrolled fishing. Compass Group, Restaurant Associates’ parent company, began a policy on March 1, 2006, replacing endangered species which leading conservationists have recommended consumers avoid, with more environmentally sound alternatives.

Zero Trans-Fat: Restaurant Associates is committed to providing healthy menu items. In response to the 2005 Dietary Guidelines for Americans and the American Medical Association’s recommendations to minimize trans-fat consumption, RA transitioned to non-hydrogenated, zero trans-fat oils for both cooking and frying. RA has also made a commitment to eliminate trans-fats in our purchased goods, resulting in a massive reformulation effort by manufacturers and producers.

Fair trade Coffee: Fair Trade empowers farmers and farm workers to lift themselves out of poverty by developing the business skills necessary to compete in the global marketplace. By guaranteeing minimum floor prices and social premiums, Fair Trade enables producers to invest in their farms and communities and protect the environment. All coffee provided for events in The Joseph B Martin Conference Center is Fair Trade Coffee.

Milk Produced Without Synthetic rBST: All milk served is rBST free, produced by dairy cows that have not been treated with artificial growth hormones.

Biodegradable Disposables: You too can do your part to lessen your carbon footprint. Greenwave & Fabrikal are now available at an additional fee for your event. These plates, utensils and cups are made of sugar cane & corn plastic that are 100% renewable and compostable! Please allow 1 weeks notice to ensure we are able to provide these items for your event.

Recycling: Please make use of recycle bins located around The Joseph B Martin Conference Center, to make sure that we all do our part to help the environment.

Composting: Through a process that breaks down organic matter (including pre and post consumer waste), kitchen waste gets turned back into nutrients that can be mixed with soil to enrich it. Composting is one of the most basic ways of recycling waste and is an essential part of Harvard’s recycling program. As part of our sustainability efforts, Restaurant Associates composts all leftover food.

General Information
Kosher meals can be provided upon request. Please provide 72 hours notice.

All food & beverage guarantees are due 3 business days in advance. If it is not received the expected number will become the guarantee. Additional charges will be incurred for special equipment, including linen and china that is ordered and delivered for a specific event.

Catering Office
telephone 617.432.7070
facsimile 617.432.7071
e-mail ra_catering@hms.harvard.edu