BREAKFAST

today's agenda 23.00 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
abm break fair trade coffee, selection of tea, fresh diced fruit
jm break fair trade coffee, selection of tea, freshly baked cookies
continental breakfast 22.50 per guest mini muffins, scones & croissants, diced fruit, preserves, butter, orange juice, fair trade coffee, selection of tea
conference breakfast 23.25 per guest mini bagels, tea breads, mini scones, mini muffins, preserves, cream cheese, peanut butter, diced fruit platter, yogurt & granola, fair trade coffee & tea service, orange juice
eating wall breakfast 27.00 per guest scrambled eggs, steel cut oatmeal, individual greek yogurt, seasonal diced fresh fruit, orange juice, fair trade coffee, selection of tea
better for you breakfast 22.75 per guest artisan whole grain bread, peanut butter, avocado, wheatberry breakfast, salad with chopped kale, strawberries & almond, diced fruit platter, smart or life water, fair trade coffee, selection of tea
add: vegetable egg white frittatas 2.50

hearty start to the day 22.00 per guest 35 guest minimum scrambled eggs, bacon, turkey sausage, home fries, orange juice, fair trade coffee, selection of tea
greek yogurt bar 19.50 per guest hand boiled egg assorted granola & protein bars wheatberry breakfast salad, chopped kale, strawberries & almonds overnight oats, dried fruits, plain yogurt 20 guest minimum

12.50 per guest mini muffins, scones & croissants, diced fruit, preserves, butter, orange juice, fair trade coffee, selection of tea
13.25 per guest mini bagels, tea breads, mini scones, mini muffins, preserves, cream cheese, chocolate, peanut butter, diced fruit platter, yogurt & granola, fair trade coffee & tea service, orange juice
17.00 per guest scrambled eggs, steel cut oatmeal, individual greek yogurt, seasonal diced fresh fruit, orange juice, fair trade coffee, selection of tea
10.75 per guest artisan whole grain bread, peanut butter, avocado, wheatberry breakfast, salad with chopped kale, strawberries & almond, diced fruit platter, smart or life water, fair trade coffee, selection of tea
add: vegetable egg white frittatas 2.50

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

better-for-you alternatives
fresh fruit & yogurt parfait 4.50 each diced fresh fruit yogurt with granola 4.50 each individual organic yogurt cups 3.50 each whole fruit
hand boiled egg assorted granola & protein bars wheatberry breakfast salad, chopped kale, strawberries & almonds overnight oats, dried fruits, plain yogurt 20 guest minimum

breakfast sandwiches 3.95 each 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
steak cut oats 3.75 each brown sugar, raisins & walnuts 20 guest minimum

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beverages
fresh brewed fair trade coffee, selection of tea 4.50 per guest
fresh brewed fair trade coffee, selection of tea & bottled water 6.00 per guest
assorted soda & bottled water 2.00 each
assorted juices 2.50 each orange juice 2.50 per guest life/smart water 3.25 each snapple/nantucket nectar 5.25 each sparkling water 2.00 each aqua fresca 1.75 per guest

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greek yogurt bar 7.95 per guest
- 20 guest minimum
- plain, vanilla low fat greek yogurt, fresh berries, chocolate, coconut, nuts, honey

greek yogurt parfaits – choice of 2 5.50 per guest
- 20 guest minimum
- parfait house made granola bars, toasted hazelnut, dark chocolate, orange, mint, honey

“everything” smoked salmon – everything spice yogurt, smoked salmon, tomato, red onion, caper, radish, bagel chips

house made trail mix 7.95 per guest
- 20 guest minimum
- chocolate chips, raisins, almonds, pecans, mini pretzels, granola, shaved coconut, sunflower seeds

nosh boxes – choice of 2 7.75 per guest
- 20 guest minimum
- low fat cheese, whole grain crackers, grapes
- hummus & crudité cups: celery & peanut butter, low fat vanilla greek yogurt dip & fresh fruit

seasonal break (subject to change) 8.75 per guest
- 20 guest minimum
- fall – caramel apple bars, mulled or chilled apple cider, maple chip spiced pepitas, baked sweet potatoes with brown sugar, cinnamon & butter
- winter – hot chocolate, cranberry crumble bars, baked rosemary potatoes with herb add
- spring – strawberry chocolate crunch
- summer – watermelon feta, barrels, sweet tea or strawberry lemonade

no sh station 7.75 per guest
- 20 guest minimum
- salted marcona almonds, candied pecans, togarashi popcorn, crispy parsnips, salted vinegar potato chips, fried wontons, spicy queso dip

popcorn trio 3.25 per guest
- house made flavored popcorn – truffle parmesan, rosemary olive oil, and cheddar

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LUNCH

all of our lunches come with assorted soda and bottled water

basic tote lunch 17.00 per guest
- specialty sandwich or salad, chips, freshly baked cookie

executive lunch buffet 26.75 per guest
- 20 guest minimum
- signature salad, gherkins & marinated olives, assorted chips, cookies & brownies, diced fresh fruit
- add: chef’s selection soup of the day 4.00 per guest
- add: additional side salad to tote or buffet 2.95 per guest

antipasti, select 1 4.00 per guest
- signature chopped salad – kale, cabbage, tomato, carrots, cucumber, red pepper, shallot vinaigrette
- kale caesar – kale, parmesan, herb croutons
- chicken – mixed greens, tomatoes, feta, cucumber, kalamata olives, greek dressing
- chicken – mixed greens, tomatoes, feta, cucumber, kalamata olives, greek dressing
- spinach – baby spinach, bleu cheese, bacon, roasted red pepper, mustard vinaigrette
- kale – chimichurri kale, pear, celery, walnuts, parmesan, italian dressing
- tofu noodle salad – chilled lo mein, sesame ginger marinated tofu with asian vegetables

lunch sandwich selections
classic chicken salad, lettuce, tomato
smoked turkey, provolone, lettuce, tomato
roasted turkey, avocado, tomato, lime aioli
smoked salmon, cream cheese, tomato, caper, spring onion
albacore tuna salad, lettuce, tomato
beefsteak tomato, fresh mozzarella, basil pesto, arugula (vegetarian)
grilled portobello mushroom, spinach, balsamic glaze (vegan)

entree salad selections
tuscan kale caesar salad – grilled chicken, kale, parmesan, herb croutons, caesar dressing
turkey Cobb salad – roasted turkey, tomato, hard boiled egg, crumbled bleu cheese, bleu cheese dressing
chefs seasonal selection
- Tuscan kale, oven roasted tomatoes, roasted red pepper, Italian dressing
- Tuscan kale, oven roasted tomatoes, roasted red pepper, Italian dressing
- Tuscan kale, oven roasted tomatoes, roasted red pepper, Italian dressing

please refer to our seasonal menu for additional sandwich selections
**ROOM TEMP BUFFETS**

**Mediterranean**
34.50 per guest
- Includes rolls, soda & water, assorted dessert bars
- Lemon & herb roasted chicken, green beans, romesco vinaigrette
- Seared gulf shrimp salad, zucchini ribbons, peppers, black eyed peas, crispy onions
- Wild rice salad, pecans, cranberries, citrus pesto
- Pearl couscous, chopped kale, apple cider dressing

**Better for you luncheon**
34.50 per guest
- Grilled garlic & thyme marinated chicken breast, roasted baby carrots
- Citrus marinated salmon, shaved fennel & orange salad, dill vinaigrette
- 3-grain salad, zucchini, mint herb dressing
- Signature chopped salad – kale, cabbage, tomato, carrots, cucumber, red pepper, shallot vinaigrette
- Kale Caesar – kale, parmesan, herb croutons
- Diced fruit platter
- Spring & sparkling water

**Americas luncheon buffet**
34.50 per guest
- Includes rolls, soda & water, diced fruit platter, assorted dessert bars
- Pepperoncini crusted flank steak, chimichurri sauce
- Roasted chicken, piperade, olives, parsley
- Roasted salmon, green beans, oven roasted tomato, confit shallot, saffron & djon vinaigrette
- Cajun roasted shrimp, diced grit cake, roasted cherry tomato, pickled red onions & Southern remoulade
- Cumin roasted flank steak, black bean & corn salsa, roasted peppers, grilled scallion
- Roasted eggplant, hummus, feta, pomegranate, za’atar, mint lemon dressing, grilled tofu, edamame, corn, orange ginger soy vinaigrette & sesame seeds

**Networking Buffet**
25.75 per guest
- Grab & go shaker salads – select one
- Kale Caesar
- Greek
- Traditional Cobb
- Quinoa
- Grab & go ploughman nosh box
- Roast turkey, ham
- Selection of hard cheeses
- Gherkins
- Tomato & mozzarella skewers
- Fruit skewers

**Room Temp Buffets Continued**

**Bento boxes**
Choice of protein, side, fresh fruit, dessert bar, soda & water

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HOT BUFFETS

55.00 per guest
includes diced fruit platter, soda & water

Italian
chicken Milanese, arugula, lemon, tomato, shaved parmesan
baked eggplant with spinach & ricotta, crushed tomato
perrie, mushroom bolognese, grana padano, basil
arugula, radicchio, pear & pecorino salad
bocconcini, roasted peppers, marinated olives
grilled herb sourdough
tiramisu

Asian
grilled beef bulgogi, scallions, toasted sesame
ponzu glazed salmon, grilled scallions, pickled thai chilies
tofu pad thai, lime
lemongrass scented jasmine rice
fruit coconut macaroons

tapas
chipotle chicken
garlic vegetables with mole, cilantro, chili & lime
frijoles de la olla
arepas, queso fresco
cilantro lime rice
flour tortillas, pico de gallo, salsa verde
tomato, sour cream, queso fresco
tres leches cake

Seasonal Plated

20 guest minimum
all plated lunches include the following
starter, main course, dessert,
full china service, assorted rolls & butter,
fair trade coffee/tea service
restaurant associates chefs strive to create a seasonal menu that
incorporates the freshest ingredients available.
our seasonal offerings are available upon request for your event.

room temperature plated lunch
53.50 per guest
3 course plated lunch
formal hot plated lunch
65.00 per guest
3 course hot plated lunch
formal hot plated dinner
85.00 per guest
3 course hot plated dinner

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team if a person in your party has a food allergy.
RECEPTIONS

crudités 6.95 per guest

crisp market fresh vegetables
french onion dip
hummus
feta, greek yogurt dip

mediterranean 9.75 per guest
hummus
feta cheese, honey & herbs
chunky tomato & basil spread
marinated olives
pita chips & crostini
baked brie 85.00 per wheel (serves up to 25 people)
chef’s seasonal vegetarian or meat filling served with baguettes & assorted crackers

local new england farmstead cheese board (subject to change) 9.75 per guest
berkshire bleu, grafton cheddar, camembert, boggioy swiss assorted flat breads & crisps
marinated olives
local honey, quince
grapes

bar snacks

hot – spinach & artichoke, buffalo chicken, chilli con queso, cheesy chab, black bean
cold – classic hummus, avocado hummus, french onion, baby garonou, yogurt, feta & dell, rosemary white bean
dips – tortilla, pita, house made potato, crostini

italian antipasti 16.75 per guest
sopressata, bresaola
chili & lemon whipped ricotta
prosciutto, bocconcini, melon, basil, panzanella salad
marinated olives

sichuan eggplant with shaved fennel
cannellini bean spread with rosemary olive oil toasted focaccia

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

RECEPTIONS CONTINUED

izakaya “japanese pub” station 22.50 per guest
miso chicken skewers
sriracha & lime beef skewers
edamame dumplings
soba noodle salad, peppers, carrots, snow peas, baby corn, ginger sesame dressing
tapas 19.75 per guest
spanish manchego & quince platter
chicken marengo
banderillas (pickled vegetable platter)
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 (300 pieces) 450.00 per display

local new england farmstead cheese board (subject to change) 9.75 per guest
berkshire bleu, grafton cheddar, camembert, boggioy swiss assorted flat breads & crisps
marinated olives
local honey, quince
grapes

bar snacks

hot – spinach & artichoke, buffalo chicken, chilli con queso, cheesy chab, black bean
cold – classic hummus, avocado hummus, french onion, baby garonou, yogurt, feta & dell, rosemary white bean
dips – tortilla, pita, house made potato, crostini

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sichuan eggplant with shaved fennel
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dim sum table 15.75 per guest

small plates chef attended station – choice of 2 (subject to change)

chef attendant fee 250 per attendant

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PASSED HORS D’ŒUVRES

selection of four
first hour 21.50 per guest
additional hour 10.75 per guest

cold
- seared beef tenderloin, red onion marmalade, herb crostini
- assorted nigiri & maki rolls
- chipotle glazed rock shrimp, sweet corn & red peppers, tortilla chip
- spicy salmon tartare, sesame wonton crisp
- seared tuna tataki, wasabi cream, crispy seaweed cracker
- new england lobster & seaweed salad, red curry, cucumber chip
- jicama roll with fennel, orange & pickled mustard
- beluga lentil salad, endive

hot
- edamame dumpling, ginger soy
- asparagus & mushroom risotto croquette, truffle cream
- caramelized leeks, shiitake mushroom, goat cheese, phyllo tart
- chicken tikka skewers, tomato chutney
- beef teriyaki, grilled scallion
- miniature beef wellington, truffle mushroom duxelles, chive butter
- crab stuffed mushrooms
- jumbo lump crab cake, tartar sauce
- fried haloumi cheese with lemon & olive oil
- monterey jack & green chili quesadilla
- chickpea fritter, cilantro vinaigrette
- potato & green pea cake, mint vinaigrette

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RECEPTION BEVERAGES

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

beer & wine bar
- 13.25 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
- 14.75 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 195.00 flat fee
- 51 people or more 4.50 per guest
*Set up fee includes glassware and liquor license fee as required by the city of Boston.

bartender
- 25.00 per hour, 4 hour min
*One bartender required per 100 guests

*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.)
BUFFET DINNER

two entrée buffet dinner
$70.75 per guest
$10.25 per guest for additional entrée
includes your choice of two antipasti, our signature chopped salad, two sides, and two dessert selections

signature chopped salad – kale, calabacita, tomato, carrots, cucumber, red pepper, shankl, vinagritta

antipasti, select 2
italian chopped salad, romaine, pepperoncini, soppressata, garbanzo, provolone, artichoke
farro salad, shaved fennel, celery, pecorino, anchovy, orange, white balsamic
waldorf salad, romaine, grapes, apples, walnuts, lemon aoli
cold salad, tomato, avocado, basil, cheese, scallion
ensalada mixta, mango, cucumber, jicama, red onion, lime, cilantro, quinoa salad, black beans, queso fresco, corn, bell pepper, jalapeno
green papaya, green beans, tomato, peanuts, sambal, fish sauce, palm sugar

้อoodle salad, peppers, carrots, snow peas, baby corn, sesame ginger vinaigrette
wedge salad, bacon bits, cherry tomato, red onion, bleu cheese, kale caesar salad, house made crostini, parmesan

entrée, select 2
roasted stuffed chicken breast, dill, carrots, radish
cucumber, tomatoes, tomato, peppers, oregano
mexicaloa, bacon, bleu cheese, morccan glaze
garlic slice, jalapeno
grilled flank steak, charred red pepper, horseradish sauce

shrimp lo mein
roasted salmon, meyer lemon
butternut squash, brown butter, sage, lemon
gin, thyme, thyme, sage, rosemary, thyme, thyme

soba noodle salad, peppers, carrots, snow peas, baby corn, sesame ginger vinaigrette

sage stewed white beans
crib fingers, potato, spanish olive oil, parsley
bottos baked beans
sour cream, chive whipped potatoes
sweet potato, black bean casseroles
chinese 5 spice roasted potatoes
lemon grass, ginger, wild rice, aged cheddar potato gratin

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 30 business days prior to your event to allow us to do preliminary 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 guaranteed 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 setup 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 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. Clients will be issued a Banquet Event Order (BEO) outlining details should be confirmed at least 14 days in advance of the event staffing guidelines.

**Event Planning Guide & Catering Policies**

**Cancellation & Change Policy**

- Date of signed contract to 90 days prior to start date of conference: liquidated damages: 25% of total value
- 91 – 90 days prior to start date of conference: liquidated damages: 50% of total value
- 61 – 90 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: Food or beverage is not allowed to be removed from the premises. Beer & wine must be provided on request. Please allow 72 hours to confirm menu selections, estimated attendance counts, service details 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.

**Food & Beverage**

- **Local Food**: Restaurant Associates is working with local farmers and produce distributors to provide our guests with the freshest and highest quality ingredients. We recommend local food means fewer food miles and a dramatic reduction in carbon emissions. Local food means fewer food miles and a dramatic reduction in carbon emissions. As a result, RA has taken steps to continually improve how we run our business, serve our guests, and preserve our natural resources.

**Sustainable Seafood**: The world’s stock of wild seafood is threatened with extinction due to over and uncontrolled fishing. RA has made a commitment to eliminate threatened species which are either overfished or considered endangered. RA has 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. 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.

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

**Bio-degradable Disposables**: You too can do your part to lessen your carbon footprint. Greenwave & Fabrikal are now available at the Joseph B. Martin Conference Center. To provide these items for your event, please make use of recycle bins located around the Conference Center and provide these items for your event.

**Greening 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.

**Catering Manager**

- **Efficient preparation for your event will require that the room setup 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 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. Clients will be issued a Banquet Event Order (BEO) outlining details should be confirmed at least 14 days in advance of the event.**

**Event Staffing Guidelines**

- **Buffet Events**
  - one waitstaffer per 3 tables (8-10 guests per table) + buffet attendants
- **Plated Events**
  - one waitstaff per table (8-10 guests per table)
- **Receptions**
  - one hors d’oeuvres passer per 50 guests
  - one bartender per 100 guests
  - one coatroom attendant per 75 guests (optional)

**Zero Trans-Fat**

- **Food & Beverage**
  - 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.

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GREENING YOUR EVENT CONTINUED

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
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