

Linn Benton Community College

Conference Services

6500 Pacific Blvd SW
Albany, OR 97321
(541) 917-4385



Catering Menu

Orders should be placed ten (10) working days prior to the event, along with a final guaranteed headcount, or changes no later than five (5) working days prior to the event. In the event the organization needs to increase their guaranteed number after the deadline, Food Service will try to accommodate the increase. A 20% surcharge may be added to late changes to offset additional staffing, and purchasing costs.

Exceptions are pre-packaged items.

Due to Health Department Regulations all perishable foods are available for a maximum of 4 hours.

No food or beverage may leave the facility following an event.

A 10% service fee will be charged to all evening and/or weekend caterings.

Prices subject to change without notice

Conference Services Catering Policies

Please place catering orders at least ten (10) business days prior to the event. When placing an order, please include a delivery time, location, and pick-up time. At the time of pick up, should items be moved to another location, or be requested to remain for additional time, it is your responsibility to return all items to Conference Services. If items are requested to be picked up at a later time, a \$10.00 Service Charge will be placed on your bill. Please do not remove equipment and supplies (e.g., dishes, air pots, utensils, etc.) from catering set-ups without prior arrangements. Missing equipment will be charged to the event.

Conference Services' normal business hours are Monday through Friday, 8:00am – 4:30pm. There is a \$650.00 minimum charge for catering service on **Weekends, and after Normal Business hours**. An additional 10% Service Fee will be charged for catering orders after business hours. There is a \$25.00 minimum charge for catering deliveries outside of College Center building.

Please note Administrative Rule D101, Title use of College Facilities, Guidelines, and Conditions for Facility Use.

8. Conference Services:

1.8.1 Arrangements for food service in the College Center conference rooms or kitchen facilities must be made through the Conference Services Office. Organizations seeking food service in the College Center conference rooms from other sources must first have permission from the Conference Services Office.

Room Set-up

When placing a conference room request, please include a room set-up configuration (e.g., Classroom, Chevron-classroom, Theater, Chevron-theater, U-shape, Square, Round, or Reception-style). Should you need a “special set up” please provide a diagram to Conference Services. College Center conference rooms are set on the previous evening for the first scheduled event of the following day. If your room fee is waived, and need a different set-up, you will be responsible for reconfiguring and reset of the room.

We are pleased to serve you. Feel free to contact us for any special needs, menu requests, or if you have any dietary restrictions.

***The following menu items are options that are available.
These are merely suggestions and can be changed to suit your needs.***

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Beverage Services

Hot Beverages

Air Pot=12 cups, Pitcher=8 cups, Sm. Urn=35 cup, Lg. Urn=50 cups,
Sm. Thermos=80cups, Lg. Thermos=120 Cups

	Air Pot	Sm. Urn	Lg. Urn	Sm. Thermos	Lg. Thermos
Coffee	12.00	28.00	35.00	56.00	84.00
Tea	9.00	18.00	30.00	40.00	N/A

Cold Beverages

Juices	Pitchers	3-Gal	Thermos
Apple or Orange	8.50	38.00	N/A
Lemonade, Iced Tea, Punch or Soda	6.50	21.00	34.00 (no soda)
20oz Pepsi Products			1.75ea (bottled)
12oz Assorted Soda			1.25ea (can)
Bottled Juices			2.25ea
Snapple			2.00ea
Bottled Water			1.25ea
Energy Drinks			
Rockstar/Diet Rockstar			2.25ea
Red Bull Diet Red Bull			

Bottles and canned drinks are charged as ordered; excess orders are not redeemable.

Beverage Station

Coffee, tea, and (choice of one) lemonade, ice tea, or punch

2.95 per guest

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A La Cart Pastries and Breads

Muffins	1.50 sm	2.25 lg
Scones		2.25 ea
Danish		2.25 ea
Nut Breads		2.25 ea
Bagels with cream cheese		1.75 ea
Fruit Strudel		2.25 ea
Cupcakes	.75 sm	1.50 lg

By the Dozen Only

Cookies	12.00
Biscotti	14.50
Mini Bagels w/Cream Cheese	14.00
Bar Cookies (choice per dozen):	
Lemon, Raspberry, or Brownies	16.00
Cinnamon Rolls	27.00
Sticky Buns	28.00

Miscellaneous Food Items

Snack Mix	1.75 per guest
Yogurt	1.50 per guest
Granola	1.75 per guest
Trail Mix	2.00 per guest

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Desserts

Cakes

9" serves 12 to 15 people; half sheet serves 30 people; full sheet serves 60 people

	9 inch	Half Sheet	Full Sheet
Coffee Cake	14.50	N/A	N/A
Chocolate or White	20.50	35.50	65.50
Lemon Chiffon	20.50	35.50	65.50
Carrot Cake	23.50	37.75	72.00
German Chocolate Cake	25.50	39.00	74.50
Cheesecake (10")	35.75	N/A	N/A
Chocolate Hazelnut Torte	26.75	N/A	N/A

Fruit Tarts	3.75 per guest
Tiramisu	3.75 per guest
Fruit Crisp	3.75 per guest
Strawberry Shortcake	3.75 per guest
Fruit Pie	2.75 per guest
Ice Cream or Sorbet in Florentine Cups	3.50 per guest
Black Forest Torte	3.75 per guest
Cheesecake (various flavors available)	3.75 per guest

(Minimum 10 guests)

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Display Trays

Ten Guest Minimum

Fresh Seasonal Fruit Tray

Small	30 people	65.00
Medium	45 people	75.00
Large	60 people	85.00
Per Guest		2.50

Cheese & Crackers Tray

Served with House-made Crackers

Small	30 people	55.00
Medium	45 people	75.00
Large	60 people	90.00
Per Guest		3.00

Fresh Vegetable Tray

Small	30 people	50.00
Medium	45 people	75.00
Large	60 people	90.00
Per Guest		2.00

Meat & Cheese Tray

Served with condiments, House-made Breads and Crackers

Small	30 people	97.50
Medium	45 people	135.00
Large	60 people	175.00
Per Guest		3.75

Antipasto Tray

Assorted Italian-style Meats, Marinated Vegetables, Cheeses, Bread and Crackers

Small	30 people	97.50
Medium	45 people	135.00
Large	60 people	175.00
Per Guest		3.75

Fiesta Platter

Assortment of Mini Beef or Chicken Taquitos w/Guacamole, Chips, and 5 Layer Dip

Small	30 people	97.50
Medium	45 people	135.00
Large	60 people	175.00
Per Guest		3.75

Combo Tray

Assortment of meat and cheese, Seasonal fruit & vegetables

Small	30 people	80.00
Medium	45 people	112.50
Large	60 people	135.00
Per Guest		3.25

Chips & Salsa

Small	15 people	22.00
Medium	20 people	28.00
Large	25 people	33.00

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Continental and Buffet Breakfast

Twenty-five Guest Minimum

Willamette Breakfast

Chilled orange juice

Pastry display may include a selection of:

freshly baked muffins, danishes, mini-bagels, nut breads and scones

Served with fruit preserves and whipped butter

Freshly brewed coffee and assorted teas

6.50 per quest

Siletz Breakfast

Selection of chilled orange, cranberry or apple juice

Seasonal fruit platter

Pastry display may include a selection of:

freshly baked muffins, danishes, mini-bagels, nut breads and scones

Assorted yogurt and granola

Freshly brewed coffee and assorted teas

8.50 per quest

Fireside Breakfast

Selection of chilled orange, cranberry or apple juice

Seasonal fruit platter

Pastry display may include a selection of:

freshly baked muffins, danishes, mini bagels, nut breads and scones

Fruit preserves, cream cheese and whipped butter

Scrambled eggs

Choice of one: Smoked bacon, sausage or ham

Choice of one: Potatoes (country or fried)

Freshly brewed coffee and tea

12.00 per guest

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Buffet Additions

*Added to any buffet, not for individual sale
Minimum two business days (48 hour notice)*

Brunch Option #1

Biscuits and Country Gravy

Add 3.00 per guest

Brunch Option #2

Farmer's Scramble

with fresh egg, cheese, bacon and ham
served over fried breakfast potatoes

Add 3.50 per guest

Brunch Option #3

Crepe Brulee French Toast

thick cut golden pullman bread w/syrup and butter

Add 2.75 per guest

Brunch Option #4

Quiche

with cheese and broccoli, sausage or quiche lorraine

Add 3.00 per guest

Specialty Pastries

Cinnamon Rolls, Sticky Buns, Specialty Sweet Breads and Donuts.

Add 2.25 per guest

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Sandwiches

*Maximum of two sandwiches, and one side salad combination
for less than 20 per group. Three sandwiches and two salad combinations
for 20 or more per group*

Box Lunches

Minimum 10 Guests

A deli-style sandwich boxed with choice of side salad:
pasta, coleslaw, potato or chef's choice
Includes; mayonnaise and mustard packets, includes bag of chips and cookies

8.50 per guest

The Sandwich Platter

Minimum 20 guests

Includes an assortment of roast beef, cured ham, roast turkey and
vegetarian deli-style sandwiches on whole wheat, and /or white bread,
with cheddar, swiss, or jack cheese
Includes side salad, chips, cookie, mayonnaise and mustard packets
Choice of **one** side salad: pasta, coleslaw or potato salad
Additional side salads add 2.00 per guest

9.00 per guest

The 24" Muffuletta

Serves 6

Made with ham, prosciutto, salami and provolone cheese layered on crunchy
Italian bread with artichoke-olive spread and olive oil.

24.00/sandwich

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Specialty Sandwiches

Minimum 20 guests

Served with salad, cookies, coffee and iced tea

Choice of side salad: pasta, coleslaw, potato or tossed green

BBQ Sandwich

Your choice of pork, chicken breast or beef smothered in sweet barbeque sauce on a warm hoagie roll

9.25/guest

Turkey and Brie

Apricot preserves and arugula on a crunchy ciabatta

9.25/guest

Muffuletta Sandwich

Sliced salami, prosciutto, provolone cheese with olive salad on fresh Italian bread

9.25/guest

Philly Cheese Steak Sandwich

Thinly sliced beef with sautéed onions and bell peppers topped with cheese

9.25/per guest

Grilled Vegetable Croissant

Buttery house-made croissant filled with grilled seasonal vegetables, fresh basil and balsamic syrup

7.75/per guest

Sausage and Peppers

Fresh house-made sausage served on a ciabatta roll with grilled onions and bell pepper

9.25/per guest

Fried Chicken Sandwich

Crispy chicken breast topped with spiced slaw on a brioche bun with roasted garlic aioli

9.25/ per guest

Turkey, Bacon & Avocado Croissant

Thin sliced roast turkey layered with smoky bacon, tomato and ripe avocado

8.75/ per guest

Spiced Shrimp Po Boy

Fried shrimp served in a grilled roll with lettuce, tomato and chipotle-avocado mayonnaise

9.50/ per guest

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Specialty Wraps

Minimum 20 Guests

Served with fresh fruit salad, cookies, coffee and iced tea

Grilled Chicken Caesar

Grilled chicken breast tossed with crisp romaine lettuce, Caesar dressing and parmesan cheese wrapped in our

large herb tortillas

11.50/per guest

Turkey and Cream Cheese

Roasted turkey breast tossed with baby spinach with dried cranberries and herb cream cheese

11.75/per guest

Crispy Chicken Wrap

Chopped crispy chicken breast tossed with romaine, bacon, tomato, jack cheese, garlic-black pepper sauce

11.75/per guest

Thai Chicken Wrap

Curry marinated chicken tossed with shredded cabbage, cilantro, peanuts and bell pepper in a spicy peanut sauce

11.75/per guest

Mediterranean Vegetable Wrap

Crisp romaine with feta, pepperoncini, Kalamata olives, red onion tossed with Greek vinaigrette

11.25/per guest

Roast Beef w/ Horseradish

Crisp iceberg lettuce with roast beef, fresh tomato and crispy onions with sun-dried tomato-horseradish sauce

11.75/per guest

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Signature Salads

Minimum order of 12 salads

Salads served with rolls and butter

Served with coffee, iced tea and cookies

Available as plated or as a buffet lunch

Chicken Caesar Salad

Romaine tossed with parmesan, croutons, house-made Caesar dressing and topped with grilled chicken breast

11.75

Mediterranean Salad

Mixed greens topped with feta, green and black olives, cucumber, tomatoes, pepperoncini, and served with lemon vinaigrette

10.75

(Add chicken \$2 per person)

Southwest Cobb

Mixed greens topped with grilled chili-lime chicken breast, black beans, roasted corn, avocado, tomatoes, bacon, cheddar and jack cheeses, and crispy tortilla strips

Served with salsa and chipotle ranch

12.25

Taco Salad

Tossed greens with your choice of chicken machaca, beef machaca, or pork carnitas (includes your choice of beans) Toppings include: tomato, olives, salsa and cheddar cheese

Served with corn tortilla chips
(Add tortilla shell \$2 per person)

11.50

Asian Chicken Salad

Mixed greens topped with teriyaki grilled chicken, crunchy chow mein noodles, julienne carrots and bell peppers tossed with sesame-ginger vinaigrette

11.25

Pacific Northwest Salad

Mixed greens topped with grilled chicken, blue cheese, dried cranberries, mushrooms and toasted hazelnuts

Served with house made raspberry vinaigrette

11.50

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Hot Lunches

Served with coffee, iced tea and cookies

Available as plated or as a buffet lunch

Chicken Cordon Bleu

Tender chicken breast stuffed with gruyere and ham topped with herb veloute. Served with fresh seasonal vegetables, garlic risotto, tossed green salad, rolls and butter

12.50

Chicken Parmesan

Breaded chicken breast topped with roasted garlic marinara and mozzarella cheese. Served with grilled squash, herb noodles, tossed green salad, rolls and butter

12.00

Chicken Fried Steak

Golden fried Angus beef topped with creamy pepper gravy. Served with roasted garlic smashed potatoes, fresh seasonal vegetables, tossed green salad, rolls and butter

13.00

Spaghetti and Meatballs

Large hand rolled meatballs smothered in marinara, parmesan and fresh spaghetti noodles Served with Caesar salad and herb-cheese baguette

11.50

Baja Bar

Choice of chicken machaca, beef machaca, or pork carnitas. Served with blend or corn tortilla, beans (black upon request), lettuce, cheese, rice, sour cream, guacamole, salsa mild pico, verde and hot chipotle

11.50

Baked Potato Bar

Oven roasted russet potatoes Served with sour cream, bacon, cheddar cheese and green onion, tossed green salad, rolls and butter

9.00

Lasagna

Italian sausage, grilled chicken and artichoke or grilled vegetable Served with Caesar salad and garlic bread

12.00

Enchiladas

Grilled chicken or pork carnitas filled corn tortillas smothered in green or red enchilada sauce with Spanish rice and refried black beans

12.00

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Yankee Pot Roast

Tender beef braised with carrots and onions in rich demi glace over roasted Yukon gold potatoes

14.50

Pork Cutlet Lemon Beurre Blanc

Center cut pork loin topped with rich lemon beurre blanc accompanied by toasted acini de pepe and grilled squash

13.00

Roast Turkey

Oven roasted turkey breast served with pan gravy, corn bread stuffing and bacon brussel sprouts

13.00

Nacho Bar

Crispy tri-color corn tortillas served with a choice of machaca, grilled chicken or carnitas. Served with cheese, olives, diced tomato, green onions, sour cream, guacamole, salsa Mild pico, verde and hot chipotle salsas available

11.00

House Smoked Ham

House brined and smoked pork leg topped with maple mustard sauce Served with smashed brown sugar sweet potatoes and fresh seasonal vegetables

12.00

Baked Sun-Dried Pesto Pasta

Fresh pasta tossed in sun-dried tomato pesto with torn basil and fresh mozzarella

12.50

Pesto Crusted Salmon

Fresh basil infused salmon filet topped with roasted tomato cream Served with parmesan squash and garlic risotto

16.00

Grilled Chicken w/Pineapple Salsa

Juicy chicken breast grilled served over a bed of pineapple salsa Served with coconut sticky rice and tempura vegetables

13.50

Herb Crusted Chicken with Bacon Beurre Blanc

Parmesan-herb crusted chicken breast topped with smoky bacon beurre blanc

13.25

Smoked Tri-Tip

Slow smoked Angus tri-tip served medium topped with chimichurri Served with green chile-cheddar grits and grilled seasonal vegetables

13.75

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Appetizers

Prices are per guest

Hummus

Hummus served with fresh pita bread or crackers
Your choice of plain, roasted red pepper or roasted garlic-herb

2.95

Smoked Salmon (side or spread)

House smoked salmon served with grilled crostini or crackers

3.95

Charcuterie Plate

House made sausages served with salami and prosciutto
Served with roasted vegetables and grilled bread

4.25

Chocolate Strawberries

1.25 per piece

Spiced Hazelnuts

Spiced locally grown hazelnuts

2.25

Deviled Egg

Chef's choice deviled eggs. Varieties may include bacon, siracha and traditional

2.75

Potato Chips with Dip

Crunchy kettle style chips served with choice of artichoke dip
or caramelized onion

2.25

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Appetizers Continued

Fruit Skewers

Fresh seasonal fruit with honey-lime sauce

2.95

Caprese Skewer

Fresh Ciliegine mozzarella cheese and grape tomatoes
with basil and balsamic syrup

2.95

Crostini

Grilled French bread topped with your choice of port poached pear and creamy gorgonzola, fire-roasted tomato and basil with balsamic syrup, or sun-dried tomato tapenade

2.95

Chicken or Beef Satay

Thin sliced chicken or beef served with Thai peanut dipping sauce

3.25

Taquitos

Crispy golden chicken or beef taquitos served with fresh salsa and guacamole

3.75

Spring Rolls

Fresh shrimp rolls or pork egg rolls served with hoisin-sweet chile dipping sauce

3.25

Meatballs

Hand rolled blend of pork and beef sausage tossed in your choice of marinara, teriyaki or traditional Swedish style sauce

3.50

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Served Dinners
(Served in the College Center only)
Twenty-five Guest Minimum

Packages include linens
All dinners are served with freshly brewed coffee,
specialty hot tea selection, and (**choice of one**) lemonade, ice tea, **or** punch

Add \$12 to price of any hot lunch menu item

All served dinners are accompanied by:

Chef's choice Hors D'Oeuvres
Tossed mixed greens with selected dressing
Choice of dessert

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A la Carte Menu

These items are designed for "drop-and-go" service

Self-service buffet with post event clean-up

Chafing pan serves 15 to 18 guests

Lasagna

Italian sausage, grilled chicken or grilled vegetable

62.00 per pan

Enchiladas or Tamales

Carnitas, grilled chicken or grilled vegetable

49.00 per pan

Meatloaf

Roasted garlic and fontina stuffed meatloaf with wild mushroom demi-glace

60.00 per pan

Pepper Bacon Macaroni and Cheese

Elbow macaroni with four cheese sauce and chopped pepper bacon.

49.00 per pan

Smoked Beef Tri-Tip

Served with chimichurri sauce

66.00 per pan

BBQ Baby Back Ribs

House-smoked pork baby back ribs smothered in bourbon BBQ sauce.

60.00 per pan

Quiche

Choice of Lorrain, Tomato and basil, bacon and broccoli, bacon and cheese,
hash brown and diced ham

16.50 per pie (serves 6)

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Other Options

14" Pizza 1 Topping

13.50

14" Pizza 2 or More Toppings

15.00

Rolls with Butter

6.00 per dozen

Hot Pasta w/Butter

1.95 per serving

Hot Vegetable

2.25 per serving

Mashed Potatoes w/Gravy

2.50 per serving

Soup – Assorted Varieties

34.00/gallon (16 people)

Chili or Chowders

37.50/gallon (16 people)

Chili Meal

Served with Cheese, Sour Cream,
Onions, and Cornbread muffin

4.25 per guest

**Tossed Green Salad
w/Ranch Dressing**

2.25 per serving

**Potato Salad, Pasta Salad,
or Cole Slaw**

2.00 per serving

Whole Fruit (Apple, Orange, Banana)

1.50 per item

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