

Hamilton Township Food Service Department

Food Service Request Form

Tony Fink, Food Service Supervisor

Send completed form to: Food Service Dept. located in the B.O.E.

Please Give Two Weeks Notice -
(allow extra time if requesting a customized menu)

Today's Date: _____ Date of Event: _____

Person Completing this Form: _____

Person Requesting Function/Event: _____

Name of Function/Event: _____

Location of Event: _____ Number of People: _____

Start Time: _____ End Time: _____

Please specify what you would like based on the attached "Special Functions/Events Price List" (or) indicate if you are requesting a "Customized Menu": _____

Please be aware, Federal Regulations now require Labor be included in pricing.

IMPORTANT: Please specify where funds are being paid through *(ie. Self, Community Ed., Student Activities, Budget via PO#, Other-specify):* _____

Your Signature: _____

Please Do Not Write Below this Line. For Food Service Use Only.

Date received: _____ **Assigned to:** _____

Food Service Supervisor's Signature: _____

Hamilton Township Food Service Department
Special Functions / Events Price List - 2023-2024

All pricing is per person, delivered and includes all paper products, if needed.

<u><i>Coffee / Tea Cart</i></u>	<u><i>\$1.00</i></u>
<i>Includes: Coffee, Tea, Sugars and Creamers</i>	
<u><i>Coffee / Tea Cart and Water</i></u>	<u><i>\$1.50</i></u>
<i>Includes: Coffee, Tea, Sugars, Creamers and Bottles of Water</i>	
<u><i>Light Breakfast Snacks</i></u>	<u><i>\$2.00</i></u>
<i>Includes: Muffins, Granola Bars and Cookies</i>	
<u><i>Light Breakfast</i></u>	<u><i>\$4.50</i></u>
<i>Includes: Coffee, Tea, Sugars, Creamers, Water, Juice and Breakfast Sandwiches</i>	
<u><i>Continental Breakfast</i></u>	<u><i>\$5.50</i></u>
<i>Includes, Coffee, Tea, Sugars, Creamers, Water, Danish (or) Muffins (or) Pastries, Bagels, Cream Cheese, Butter, Assorted Jelly, Yogurt and Seasonal Fresh Fruit</i>	
<u><i>Hot Breakfast Buffet</i></u>	<u><i>\$10.50</i></u>
<i>Includes: Continental Breakfast, plus Scrambled Eggs, Bacon or Sausage</i>	
<u><i>Light Afternoon Refreshments</i></u>	<u><i>\$1.50</i></u>
<i>Includes: Iced Teas, Soda and Bottles of Water</i>	
<u><i>Light Afternoon Snacks</i></u>	<u><i>\$2.00</i></u>
<i>Includes: Granola Bars, Bags of Salty Snacks and Cookies</i>	
<u><i>Sandwich/ Wrap (or) Salad Platters</i></u>	<u><i>\$8.00</i></u>
<i>Includes Choice of: Turkey & Cheese, Ham & Cheese, Tuna Salad, Chicken Salad, (or) Chef Salad; with Condiments, Assorted Breads, Chips, Cookies and Beverages</i>	
<u><i>Light Lunch (or) Dinner</i></u>	<u><i>\$5.00</i></u>
<i>Includes: One Entrée, Garden Salad with Dressing, Beverages and Cookies</i>	
<u><i>Hot Dinner Buffet</i></u>	<u><i>\$12.00</i></u>
<i>Includes Choice of Two Hot Entrees: (Hot Roast Beef, Chicken Parmesan, Baked Ziti, Grilled Chicken, Eggplant Parmesan, Sausage and Peppers, or Meatballs), plus 1 Vegetable of your choice. Also includes Garden Salad (or) Caesar Salad with Dressing, Beverages and Dessert</i>	