



# EMPIRE EATS CATERING

McKimmon Conference and Training  
Center

August 1, 2024 through July 31, 2025

Empire Eats Catering operates from:

415 Royal Street

Raleigh, NC 27607

[www.empireeatscatering.com](http://www.empireeatscatering.com)

Email:

[Catering@Empireeats.com](mailto:Catering@Empireeats.com)

Or Call:

919-582-9470

Billing Address:

133 Fayetteville Street

Raleigh, NC 27601

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## Policies and Procedures

### Booking

To ensure a successful event, please reserve your date as soon as possible. We request that contracts be signed seven business days after proposal (including menu choices and number of guests). For all parties, we require menu choices be confirmed five business days prior to your event. We cater to groups of 25 people minimum, unless otherwise noted.

### Guarantee Policy

In order to accurately prepare for your event, we ask that you provide the guaranteed number of guests by 2pm, five business days prior to your scheduled event. Saturday and Sunday events must be finalized by 2pm, the previous Monday. Food quantities, service items and billing will be based on this number. An adjustment of 10% of the final guest guarantee will be allowed up to forty-eight (48) hours prior to event date. We will make every effort to accommodate changes after this final count is set; however, we cannot guarantee availability of all items, and additional charges may apply.

### Cancellation Policy

Cancellations of less than three business days are subject to a cancellation fee of 50% of the estimated total. Orders cancelled within 1 business day are subject to full charges.

### Inclement Weather Policy

If the University officially closes during adverse weather, or threat of impending inclement weather, the client will only be charged costs incurred for food & beverages associated with the canceled event. If the University remains open, but the client makes the decision to cancel their event for any weather-related reason, they will be required to inform the caterer 48 hours in advance in order to avoid any charges. If the client does not cancel within 48-hour time period, they will be billed 35% of the estimate cost. All other scenarios will revert to the normal cancellation policy noted in the menu.

### Leftover Food Policy

In accordance with the Wake County Health Department recommendations regarding food health and safety, it is McKimmon Center policy that all leftover food remains the property of the caterer and cannot be removed from the catered event space by the client. This policy is intended to limit the risk of food borne illness due to improper handling or storage of leftover food items. All leftover food and drink will be disposed of by the caterer at the conclusion of the meal function.

### Staff Allowance

All service prices are based on a basic staffing fee with a two hour time frame up to 25 guests. Additional Servers will be charged at a rate of \$2 per person (guest) per hour or part thereof. Additional Staffing may be suggested depending on event size and circumstances for an additional fee.

### Inclusions

Biodegradable paper plates, napkins, plastic utensils, paper cups and placemats are included in all catered menu pricing. All food and beverage tables will be covered with linen tablecloths. Items such as china, glassware, stainless flatware, table linens and linen napkins are available to rent at an additional cost to the client. These items range in cost depending on selection. Delivery fees may apply.

### China & Linen

We offer the standard china upgrade at \$8.00 per person. This includes stainless dinner and salad forks, knife and dessert spoon, salad plate, dinner plate, dessert plate, beverage glass and black or white linen napkin. Basic white, ivory or black linens for round dining tables are \$25.00 per table. Please inquire about upgraded quality china and linens as they may be an additional cost.

### Bar Service

Empire Eats Catering is able to procure beer and wine. All alcoholic beverages are charged based on consumption. We can provide mixers and serve liquor drinks, but liquor must be provided by the client. Please consult with your event planner for details on copsts for beverages. Bartender service requires a minimum 3 hours at \$45.00 per hour per bartender. 1 Bartender per 100 people is recommended. No kegs or cash bars are permitted.

### Contracts/Payment/Billing

You will receive an invoice within 24 hours of your event. If we have a credit card on file, we will charge this card the balance due, unless other arrangements have been made. We accept cash, check, VISA, MasterCard, American Express and Discover. There is no additional fee for Credit Card Processing. Caterings are confirmed with a signed contract and deposit. A 30% deposit may be required at signing of contract, unless other arrangements have been made. Sales Tax is not included in any pricing. If you are tax exempt, we must have your sales tax exemption form on file.

**Signature Buffet Packages**  
**\$28 per person. \$30 per person with Dessert**  
\*Includes Iced Tea & Water  
(minimum of 25 people/prices do not include tax)

### The Pit

Eastern NC Chopped BBQ  
BBQ Chicken  
Cole Slaw  
Mac & Cheese  
Dessert Option: Banana Pudding

### Sitti

Sitti Salad  
Chicken Kabob with Garlic Whip  
Onion and Grilled Tomatoes  
Sitti Rice  
Dessert Option: Baklava

### Gravy

Classic Caesar  
Lasagna (Vegetarian or Bolognese)  
Chicken Marsala  
Steamed Green Beans  
Dessert Option: Tiramisu

### Raleigh Times

Green Salad with Chipotle Ranch  
Chicken Tinga with Tortillas, Sour Cream, Cheese and Pico de Gallo  
Cilantro Lime Rice  
Black Beans  
Dessert Option: Strawberry Shortcake

## **Express Lunches**

Includes Tea and Water

(minimum 30 people/prices do not include tax)

### **The Pit**

Pit Cooked BBQ Sandwich

House Made Cole Slaw

Mac & Cheese

Chocolate Chip Cookie

\$20.00

### **Raleigh Times**

Grilled Chicken Sandwich on Ciabatta Bun

Ms Vickies Chips

Cucumber Salad

Fresh Baked Cookie

\$19.00

### **Gravy**

Caesar Salad

Chicken Marsala

Roasted Vegetables

Rolls and Butter

Sugar Cookie

\$20.00

### **Sitti**

Sitti Salad

Grilled Chicken Kabob

Sitti Rice

Snickerdoodle Cookie

\$20.00

## Breakfast

Includes Coffee and Water

Minimum of 30 people/prices do not include tax

Orange Juice – additional \$3.00pp

Prices are Per Person/Disposables Included

## The Empire

Scrambled Eggs, Sausage, Grits or Roasted Potatoes,

Fresh Fruit, Biscuits with Butter and Jam.

\$20.00

## Hors d'oeuvres and Displays

\*Includes Iced Tea and Water (minimum 30 pieces per item/prices do not include tax)  
Prices are Per Person/Disposables Included.

### VEGETARIAN

Gravy's Bruschetta \$3.50

Risotto Balls \$4.00

The Pit's Deviled Eggs \$3.00

Fresh Fruit Platter \$7.00

Cheese Platter \$9.00

Fresh Vegetables Platter \$6.50

Chips, Salad and Guacamole \$5.50

### CHICKEN

Sitti's Mini Chicken Kabob \$4.50

The Pit's Smoked Chicken Wings \$5.00

### BEEF

Sitti's Mini Beef Kabob \$5.50

Gravy's Meatballs \$4.50

### SEAFOOD

Raleigh Times' Salmon Cake \$5.00

Shrimp and Grits Spoon \$5.50

### PORK

The Pit's Chopped BBQ Slider \$6.50

The Pit's Pimento Cheese Biscuit with Country Ham \$4.50



## Bar Packages

### By Consumption

\*Minimum 30 people/prices do not include tax

Service of alcohol can last no longer than one hour unless approval through  
McKimmon Center

\$7 per beer

House Selection of Michelob Ultra, Lonerider Sweet Josie Brown Ale, Lonerider  
Shotgun Betty Hefeweizen and Lonerider Hoppy Ki Yay IPA

\$30 per bottle of wine

House Selection of 2 Reds and 2 Whites

Upgraded wine package available upon request, prices vary.

### Corkage Fees

If host is providing their own beer and wine, EEC will charge \$5 corkage fee per person. We will provide ice, containers for beer and wine and beverage napkins for your event.