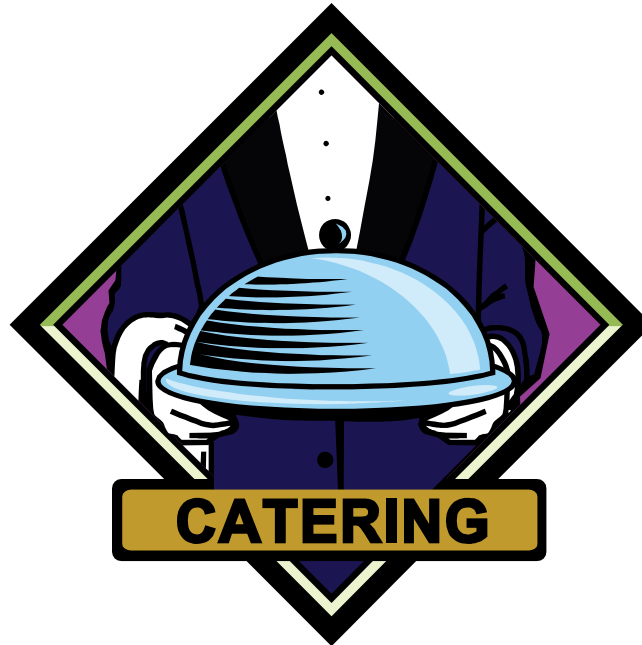


# EPISD Express Catering



## EPISD FOOD SERVICE DEPARTMENT

EPISD Food Service Department  
6531 Boeing Dr.  
El Paso, TX 79925



Catering Office: 887-6517

Office Fax: 779-4025

Office Hours: 8:00 am – 3:00 pm

*Effective August 18, 2008*



## Express Catering Policies and Procedures

Thank you for choosing the EPISD Catering Department!

Our goal is to provide you with assistance in planning your catered event as well as guide you in choosing a menu that will compliment your group and budgetary requirements.

### How to place an order for your event:

Call our catering representatives and give them the details of your event. Date, location, time of service, menu suggestions, name of event, number of participants, contact person and contact phone and fax number will be needed. At this time please request any optional services needed (service personnel, table dressings, etc.). You will receive a call from the catering department to solidify your menu and confirm details.

Our catering representative will then fax you an estimate for your approval. (If paying by check please specify at time of booking.) Please fax the signed document (with account number) and your catering request memo to the catering department. It will be processed and the event will be booked.

- **Full meals and receptions should be called in at least 14 days before the event.**
- **Please call in refreshment orders (beverages, cookies, etc.) to the catering office at least 4 working days prior to the event.**
- **A "Rush Fee" may be applicable to all caterings that are not requested in the above time frames. .**

### Policies

If table coverings or table drapes are desired, please notify your catering representative at the time you place your order.

The catering department requires a minimum of three working days notice when canceling any event. If cancellation does not meet this deadline a 40% stocking fee will be charged.

Missing equipment will be subject to a replacement charge.

Please have serving tables available for catering use at the service site.

To finalize caterings, a verbal confirmation is required.

### Optional Services

Table cover . . . . . \$5.00/table

Table drape. . . . . \$10.00/table

Hourly service personnel are available to serve your event. Minimum of one hour required.

In Service Hours (7 am– 2:30 pm) . . . \$12.00/hr

Out of Service Hours . . . . . \$24.00/hr

On-site Set-up . . . . . 10% of total or \$10.00 (whichever is greater)

Secondary Set-up Fee. . . . . \$15.00

**Breakfast Menu**

**Faculty Breakfast Special:**

Burrito with egg & chorizo or potato & cheese , orange juice or milk and coffee  
\$4.60

**Continental Breakfast**

Assorted Pastry: Muffins, Danish, Sweet Breads, Cinnamon Rolls, Assorted Fruit Juices, Coffee  
\$3.75 / person  
Add Breakfast Yogurt or Whole Fruit  
\$4.50

**Grab N Go Breakfast**

Breakfast Sandwich  
(Egg, Ham or Sausage, & Cheese on a Bagel)  
Whole Fruit  
Orange Juice or Milk  
Coffee  
\$4.90/ person  
**OR**  
Breakfast Burrito  
(Egg W/ Choice of Chorizo, Potato or Cheese )  
Whole Fruit  
Orange Juice or Milk  
Coffee  
\$4.60/ person

**Hot Breakfast Buffet**

( 10 People Minimum)  
Scrambled Eggs, Hash Brown Potatoes  
Sausage Patty or Bacon (2)  
Breakfast Pastry  
Coffee or Juice  
\$6.00/ person

**Breakfast Quiche Plate**

(10 People Minimum)  
Quiche with Assorted Fillings  
Assorted Breakfast Pastry  
Hash Brown Potatoes or Fresh Fruit  
Juice or Milk  
Coffee  
\$6.85 / person

**A La Carte Breakfast Items**

Breakfast Sandwich \$2.00  
Breakfast Burritos \$1.75  
(Fillings) : Eggs, Chorizo, Potatoes)  
Meat & Potato Burritos \$2.00  
Brisket & Green Chile Burritos \$2.20  
Assorted Breakfast Pastry \$.85 - \$1.50  
( Coffee cake, Fruit Bread ,Muffins, Mini Loaf, Cinnamon Rolls, Croissants, Donuts)  
Coffee cake: Whole Sheet . . . . . \$35.00  
Half Sheet . . . . . \$17.50  
Bagels or Biscuits with Butter & Jelly \$1.10  
Bagels W/ Cream Cheese \$1.15  
Breakfast Yogurt (8 oz) \$0.85

**Hot Luncheon Buffets and Plated Meals**

These Meals Can be Served In Individual Containers for Smaller Groups (under 50) or as Buffet Service.

**Mexican Plates**

( 10 People Minimum)

Our Famous Enchiladas (3) Served with Rice, Beans, Lettuce & Tomato & Dessert \* \$6.85  
Beef or Chicken Shell Tacos (3) Served with Rice, Beans, Salsa, Lettuce, Tomato & Dessert \* \$6.85  
Chicken Fajitas, Served with Rice, Beans, Sour Cream, Shredded Cheese & Dessert\* \$8.00

**Italian Specialties**

(12 people Minimum)

Spaghetti & Meat Sauce: Traditional spaghetti & meat sauce, served with green salad, garlic breadstick and a cookie or brownie \$5.70  
Chicken Parmesan with Pasta, Served with Green Salad, Garlic Breadstick & Dessert\* \$7.20

Baked Lasagna, Served with Green Salad, Garlic Breadstick & Dessert\* \$7.75

**District Favorite**

(20 People Minimum) Barbeque Brisket, Served with Ranchero Beans, a choice of Potato Salad, Macaroni Salad or Cole Slaw, Dinner Roll and Dessert\* \$8.65

\*Dessert Choices include Fudge Brownie, Gourmet Cookies, Iced Sheet Cake or Whole Fruit

**Daily Specials!!!**

If the meal you have chosen is being served in our school cafeterias on the day of your event you will be given a 10% discount on your food billing!!! Ask your catering representative about the daily special.

**Boxed Lunches**

**Gourmet Box Lunch:** Assorted Meats (Smoked Turkey, Roast Beef, Sliced Ham), and Cheeses (Mozzarella, Swiss, Cheddar) on Gourmet Breads.( Sourdough, Rye, Whole Grain) Served Chips, Fruit & Dessert \* \$ 7.25

**Giant Bagel or Croissant Sandwich:** Assorted Meats and Cheeses Served with Fruit, Chips and Dessert \* \$7.75

**Budget Box Lunch:** Assorted lunchmeats on Hoagie Roll or Wheat Bread, Boxed with Chips, whole fruit, and a cookie \$5.75

**Grilled Chicken Caesar Salad:** Grilled Chicken Breast Strips on a Bed of Mixed Greens, Served with a Garlic Breadstick, Croutons, Fruit and Dessert \* \$6.90

**Chef Salad:** Ham, Turkey, Mozzarella and Cheddar Cheeses, Hard Boiled Egg and Tomato on a bed of Mixed Greens, served with Garlic Breadstick or Assorted Crackers ,Fruit and Dessert\* \$6.90

**Create Your Own Sandwich Buffet:** (10 people minimum) Assorted Meats, Cheeses, Breads, Spreads, Garnishes, and Condiments to create your own deli delight. Served with Chips, Fruit and Dessert \* \$8.00

\*Dessert choices include Fudge Brownie, Cookies. Iced Sheet Cake or Whole Fruit

**Individual Sandwiches**

Deli Sandwich ( Wheat or White) . . . . . \$2.60  
Sub Sandwich . . . . . \$3.25  
Croissant or Gourmet Bread Sandwich. . . . . \$3.40  
Assorted Sandwich Platter (serves 10) . . . . . \$30.00

**A La Carte Pricing**

**Beverages**

Coffee (small pot- 10 cups) . . . . . \$4.00  
Coffee (50 cup pot) . . . . . \$20.00  
Coffee (100 cup pot) . . . . . \$40.00  
Iced Tea Cup . . . . . \$ .55  
Iced Tea (small pitcher) . . . . . \$3.00  
Iced Tea (gallon) . . . . . \$6.00  
Flavored Iced Tea (small pitcher) . . . . . \$3.50  
Flavored Iced Tea (gallon) . . . . . \$6.75  
Fruit Punch (gallon) . . . . . \$7.00  
Lemonade (gallon) . . . . . \$7.00  
Bottled Water . . . . . \$0.90  
Soda Bottle . . . . . \$1.35  
Soda Can . . . . . \$0.80  
Carton juice (6-8oz) . . . . . \$0.75  
Bottled juice (10 oz) . . . . . \$1.00  
Bottled juice (16 oz) . . . . . \$1.50  
Milk (Carton, variety) . . . . . \$0.60

**Snack/ A la Carte Items**

**\*These platters serve 20-25 people**  
\*Cheese ball and assorted crackers . . . . . \$40.00  
\*Relish tray with vegetables and dip . . . . . \$30.00  
\*Chips and Salsa . . . . . \$23.00  
\*Chips and Chile con Queso . . . . . \$40.00  
\*Fresh Fruit Tray (Seasonally Priced ) . . . . . \$30.00  
\*Meat & Cheese Tray . . . . . \$52.00  
\*Spicy Chicken Strips & Dip . . . . . \$52.00  
\*BBQ Meatballs . . . . . \$52.00  
**Hors de Oeuvres Sandwich Platter**  
Serves 25 people, 2 pieces per person . . . . . \$40.00  
Fruit Bowl (Serves 35-40) . . . . . \$40.00  
Chef Salad . . . . . \$2.85  
Whole Fruit (per piece) . . . . . \$0.75  
Pico de Gallo . . . . . \$2.35/Qt  
Bag Chips (ea.) . . . . . sm \$ .70/lg \$ .95  
Cookies . . . . . \$0.50  
Brownies (ea) . . . . . \$0.85  
Cookies (Dozen) . . . . . \$6.00  
Brownies (Dozen) . . . . . \$10.00  
Ice Cream /Frozen Treats . . . . . \$0.65/1.15  
Sheet Cake (Iced) . . . . . \$35.00  
Sheet Cake (Simple Decoration) . . . . . \$45.00  
Cake with Fruit & Whipped Cream Topping . . . . \$58.00  
(All Sheet Cakes Serve 70 people)

