

**Food Service Department Catering Order  
Form**

Phone 845.497.4000 extension 27121 Email: PRagusa@ws.k12.ny.org

Contact Person _____	Date of Function _____
Phone Number _____	Number of People _____
Address/Location _____	Delivery Time _____
Room Number/Floor _____	Clean up/Pick up Time _____
Purchase Order NO. _____	<b>Full Service Employee</b> Rate \$20/hr _____ Total Hours _____

**Fruit Tray**  
\_\_\_ Small (\$40) \_\_\_ Large (\$80)

**Fruit & Cheese Tray**  
\_\_\_ Small (\$50) \_\_\_ Large (\$90)

**Vegetable Platter**  
\_\_\_ Small (\$40) \_\_\_ Large (\$60)

**Humus & Pita, Carrots**  
\_\_\_ Small (\$40) \_\_\_ Large (\$60)

**Dips & Spreads**  
\_\_\_ Small (\$25) \_\_\_ Large (\$50)

**Fresh Salad**  
\_\_\_ Small Garden Salad (\$20)  
\_\_\_ Cole Slaw (\$15)  
\_\_\_ Potato Salad (\$25)  
\_\_\_ Macaroni Salad (\$25)

**Pinwheel Wraps Tray** SM \_\_\_ (\$25), LG \_\_\_ (\$50)  
Ham & Swiss \_\_\_\_\_  
Turkey & Provolone \_\_\_\_\_  
Roast Vegetable \_\_\_\_\_

**Sandwich Platter** (\$3.50 ea) Minimum 10  
Ham & Swiss (*fill in amount*) \_\_\_\_\_  
Turkey & Provolone (*fill in amount*) \_\_\_\_\_  
Italian Combo (*fill in amount*) \_\_\_\_\_  
Tuna & American (*fill in amount*) \_\_\_\_\_  
Roast Vegetable (*fill in amount*) \_\_\_\_\_

**Boxed Lunch** Sandwich, Chips, Fresh Fruit, Water  
10 Person Minimum \_\_\_\_\_ (\$8 each)  
Sandwich Selection \_\_\_\_\_

**Cakes:**  
\_\_\_ ½ SHEET CAKE – call for pricing

**Bagels** – Poppy, Sesame, Plain, Everything, Cinn. Raisin, WW  
\_\_\_\_\_ Dozen (\$ 7.20)

**Kaiser Rolls** – Plain or Seeded  
\_\_\_\_\_ Dozen (\$ 6)

**Donuts, Mini. – 2 dozen minimum**  
\_\_\_\_\_ 2 Dozen Tray (\$ 18)

**Muffins - Jumbo 6 oz.** Bran, Corn or Blueberry, Apple and Chocolate  
\_\_\_\_\_ 1 Dozen Assorted Tray (\$15 )

**Danish, Mini - Assortment pack**  
\_\_\_\_\_ 2 Dozen Tray (\$ 18)

**Assorted Gourmet Cookies –**  
**By the Dozen** (*minimum 1 dozen*)  
\_\_\_ 1 doz. (\$9) \_\_\_ 2 doz. (\$18) \_\_\_\_\_ 48 (\$36)

**Beverages**  
Coffee/Tea \_\_\_\_\_ 100 Cups (\$75)  
100% Fruit Juice 4 oz. cup \_\_\_\_\_  
Water \_\_\_\_\_ (\$1.25 bottle) Milk \_\_\_\_\_ (.75¢ carton)  
Flavored Sparkling Water \_\_\_\_\_ (\$1.25 Bottle)  
Sparkling Water \_\_\_\_\_ (\$1.25 Bottle)  
Soda, Iced Tea, Gatorade \_\_\_ (\$1.25 Bottle)

**Total Amount** \_\_\_\_\_

**Please call 497-4000 x 27121, if you have a special request for dinner or hot luncheon.**  
*Taxes charged unless tax exempt form is provided*

**For Food Service Office Use Only:**  
Invoice Number: \_\_\_\_\_  
Date Received: \_\_\_\_\_ Date Assigned: \_\_\_\_\_