





## Gateway Center and Spectra Food Services & Hospitality are proud to offer competitive wedding packages that all include:

- Professional wedding coordination and consultation with our talented and experienced team.
- Round tables for 8 guests each with chairs, china, glassware, & silverware.
- White, ivory, or black linen table cloths and cloth napkins. (Additional colors may be available. Ask your sales manager for more information.)
- Champagne toast for head table. (Non-alcoholic toast options are available.)
- Served or buffet cake after complimentary cutting.
- A complete meal including salad, entrée, dinner rolls, and coffee, tea and water.
- Table numbers Reserved Signs, and Stands.
- 20'x20' or 16'x24' dance floor.
- Risers for head table (up to 6 sections).
- Drapery backdrop behind head table (limited colors available).
- Skirted tables for head table, cake table, DJ table, gift table, place card table & party favor table.
- Mirror tile & votive centerpiece.
- Complimentary set-up and tear-down of all Gateway Center and Spectra Food Services & Hospitality equipment.
- Decorative trees with white lights.
- Complimentary dressing room. (Only available for clients hosting their ceremony at Gateway Center, and is subject to availability.)



# Raise Your Glass!

### In addition to the items listed on page 2, this package also includes:

- Four hour host beer, wine and soda bar, with one (1) bartender per 100 guests. Mixed drinks also available for cash purchase.
- Upgraded floor length linen for all guest tables and choice of upgraded napkin colors.
- Cocktail reception with cheese and crudité display.
- Signature cocktail hosted during cocktail reception. (One-hour maximum service.)

**Choose one (1) salad from Sweet Beginnings, Endless** Love and Lovers' Choice packages with your choice of two (2) dressings

### **Build your own buffet by selecting:**

- Two (2) proteins or main dishes from Sweet Beginnings, Endless Love and Lovers' Choice packages.
- Up to three (3) accompaniments or side dishes from Sweet Beginnings, Endless Love and Lovers' Choice packages.

Assorted freshly baked rolls with whipped flavored **butters** 

Iced water, iced tea, and freshly brewed premium house blend coffee

applicable taxes will be applied on all invoices. See pages 8 & 9 for additional customization options. Our Most Popular Package!



# **Sweet Beginnings**

In addition to the items listed on page 2, this package also includes:

### **Salad selection:**

Spring lettuce mix with vine-ripened tomatoes, sliced cucumbers, and carrot ribbons with your choice of two (2) dressings

### Choose one of the following entrees:

- Chef's house made Chicken Florentine draped with a garlic cream sauce, accompanied by a seasonal vegetable medley and buttery mashed potatoes
- Chicken Scallopini draped with a lemon caper sauce, accompanied by garlic roasted red potatoes and fresh green beans
- House made vegetarian lasagna, accompanied by marinated seasonal roasted vegetabels

Assorted freshly baked rolls with butter

Iced water, iced tea, and freshly brewed premium house blend coffee

\*All prices subject to change. A 20% management charge and applicable taxes will be applied on all invoices.

See pages 8 & 9 for additional customization options

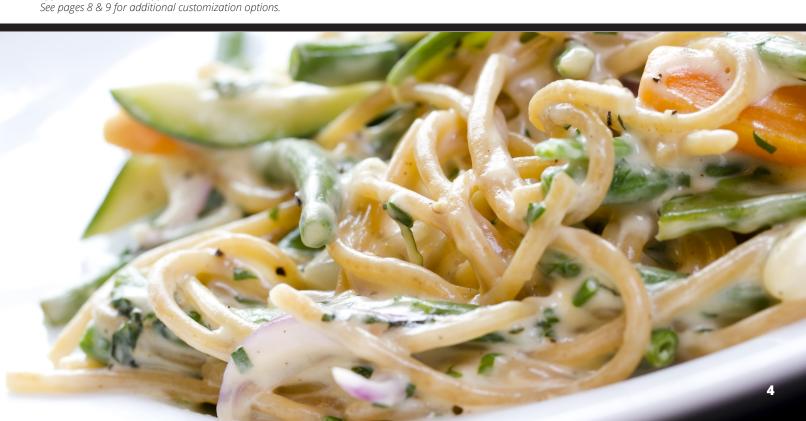
\$24.95/person++ Served \$25.95/person++ Buffet

## **POPULAR PACKAGE ADD-ONS**

Bartender for Cash Bar \$25.00++ /hour

Cheese and Crudité Display \$4.50++ /person

Assorted Pepsi Products \$2.95++ /20 oz bottle



## **Endless Love**

\$43.95/person ++ Served \$45.95/person++ Buffet

# In addition to the items listed on page 2, this package also includes:

- Four hour host beer, wine and soda bar, with one
   (1) bartender per 100 guests. Mixed drinks also available for cash purchase.
- Upgraded floor length linen for all guest tables and choice of upgraded napkin colors.
- · Cocktail reception with cheese and crudité display.

# Choose one of the following salads, with your choice of two (2) dressings:

- Spring lettuce mix with vine-ripened tomatoes, sliced cucumbers, carrot ribbons, shredded cheese and seasoned croutons
- Romaine lettuce, shaved parmesan cheese, croutons and a tomato garnish
- Mixed greens with shaved red onions, artichoke hearts, black olives, parmesan cheese, roasted red peppers

### Choose one of the following entrees:

- Horseradish and herb encrusted chicken breast topped with a creamy horseradish sauce, accompanied by au gratin potatoes and marinated grilled vegetable medley
- Roasted top round of beef served with a mushroom demi glace, accompanied by white cheddar and garlic mashed potatoes, and California vegetable medley
- Turkey Saltimbocca with a shallot cream sauce, accompanied by Duchess potatoes and green beans almandine

Assorted freshly baked rolls with whipped flavored butters

Iced water, iced tea, and freshly brewed premium house blend coffee

## **POPULAR PACKAGE ADD-ONS**

**Signature Cocktail** 

\$85.00++/gallon

**Popcorn** 

\$3.50++/person

Served with Flavor Shakers

**Passed hors d'oeuvres during cocktail hour** see page 8 for selections and prices

**House Made Decorated Cake** see page 8 for details



# **Happily Ever After**

\$57.00/person ++ Served \$59.00/person++ Buffet

# In addition to the items listed on page 2, this package also includes:

- Four hour host beer, wine and soda bar, with one (1) bartender per 100 guests. Mixed drinks also available for cash purchase.
- Upgraded floor length linen for all guest tables and choice of upgraded napkin colors.
- · Cocktail reception with Rustic Italian display.
- Wine service at guest tables, during dinner service.
- Complimentary themed menu cards.

# Choose one of the following salads, with your choice of two (2) dressings:

- Garden salad with pickled cucumber and tomatoes with a wedge of savory goat cheese cake
- Bibb lettuce cup filled with romaine, and accompanied by julienned carrots, red peppers, English cucumbers, and cherry tomatoes, with feta cheese
- Grilled baby romaine wedge with marinated grape tomatoes, focaccia crouton, and a parmesan crisp

### Choose one of the following entrees:

- Pepper encrusted beef tenderloin paired with a Maryland style crab cake topped with a house made remoulade, accompanied by baby red potatoes and sautéed green beans
- Sage, cranberry and cornbread stuffed chicken breast paired with a garlic seared flank steak with a red wine reduction, accompanied by herbed duchess potatoes and a seasonal vegetable medley
- Herb roasted chicken topped with a garlic cream sauce paired with two crab stuffed shrimp, accompanied by shallot whipped potatoes and garlic asparagus

Assorted freshly baked rolls with whipped flavored butters

lced water, iced tea, and freshly brewed premium house blend coffee

## **POPULAR PACKAGE ADD-ONS**

Signature Cocktail \$85.00++ /gallon

Upgraded Coffee Service \$3.50++ /person



# Lovers' Choice

# In addition to the items listed on page 2, this package also includes:

- Four hour host draft beer, and soda bar, with one (1) bartender per 100 guests. Bottled beer, wine and mixed drinks also available for cash purchase.
- Cocktail reception with popcorn display with flavor shakers.

# Choose one of the following salads, with your choice of two (2) dressings:

- Spring lettuce mix with vine-ripened tomatoes, sliced cucumbers, carrot ribbons, and shredded cheese with Ranch and Italian dressings
- Pasta salad with marinated tomatoes, cucumbers and black olives

### **Choose one of the following entrees:**

- Traditional baked Mostaccioili with beef, Italian sausage, house marinara and provel cheese, accompanied by roasted corn garnished with red peppers and onions
- Pulled pork barbecue, accompanied by country green beans with ham and onions, and buttery mashed potatoes

### Assorted freshly baked rolls with butter

lced water, iced tea, and freshly brewed premium house blend coffee

## **POPULAR PACKAGE ADD-ONS**

Southern Fried Chicken \$4.50++ /person

Macaroni and Cheese \$3.50++ /person

House Made Fruit Cobbler \$3.00++ /person



# **Cocktail Reception Add-Ons**

Toasted Ravioli with Marinara Sauce \$2.50++ each

House Made Crab Cake \$3.50++ each

Served with Roasted Red Pepper Remoulade

Stuffed Button Mushroom Cap \$4.50++ each

Filled with Spinach, Chorizo, and Garlic Cream Cheese

BLT Crostini \$2.50++ each

Stuffed Cherry Tomatoes \$2.50++ each

Filled with Creamy Brie Cheese

Caprese Skewer \$2.50++ each

Salami Coronets \$2.50++ each

Passed Hors d'Oeuvres Service \$25.00++ per server per hour

Breads and Spreads Display \$5.50++/person

Toasted Breads and flavorful dips and spreads including house made beer cheese dip, roasted garlic and herb cheese spread and sundried tomato and garlic herbed cheese spread

S'mores Bar \$5.00++/person

Toast your own marshmallows and pair with your favorite chocolate bar and graham crackers!

Salad Dressing Choices

**Balsamic Vinaigrette** 

**Buttermilk Ranch** 

Caesar

Italian

**Pesto Vinaigrette** 

**Citrus Vinaigrette** 

**Bleu Cheese** 

**Champagne Vinaigrette** 

**Honey Dijon** 

**Avocado Ranch** 

**Watermelon Vinaigrette** 

**Raspberry Vinaigrette** 

**French** 

**Poppyseed** 

**Bacon Ranch** 

**Garlic Ranch** 

# Late Night Snack

Popcorn Display with Flavor Shakers \$3.50++/person
Assorted Flat Bread Pizzas \$4.50++/person
Grilled Pound Cake Station \$7.50++/person
Cheeseburger Slider Station \$5.50++/person

\*All prices subject to change. A 20% management charge and applicable taxes will be applied on all invoices.

See pages 8 & 9 for additional customization options.



# **Bar Prices**

### **HOST BAR**

Based upon consumption. Can be added to any package.

House Cocktails	\$5.00++ each
Premium Cocktails	\$7.00++ each
Domestic Beer	\$4.00++ each
Import Beer	\$5.00++ each
House Wine	\$5.00++ each
Soda, Juice, Water	\$2.95++ each

### **CASH BAR**

Guests pay per drink. Price includes all taxes and fees

House Cocktails	\$6.00 each
Premium Cocktails	\$8.00 each
Domestic Beer	\$4.50 each
Import Beer	\$5.50 each
House Wine	\$5.50 each
Soda, Juice, Water	\$3.00 each

Bartender fees are \$25.00++ per hour, per bartender with a four-hour minimum, if not included in the wedding package selected.

Signature Cocktails are available for \$85.00++ per gallon. Some restrictions do apply.

Add hosted house and premium cocktails to any package that includes host beer, wine and soda!

One Hour	\$9.95++/person
Two Hours	\$14.95++/person
Three Hours	\$19.95++/person
Four Hours	\$24.95++/person

## Dessert

Our talented culinary team would love to create a one-of-a-kind cake for you! We can do traditional wedding cakes, themed cakes, and sheet cakes to supplement your decorated wedding cake, and basic celebration cakes!

Sheet cake	\$192.95++
(96 Servings, 2 icing colors)	

9" Round Cake	\$25.00++
(2 icing colors)	

Wedding Cakes \$4.00++/serving minimum (price is contingent on design and flavors)

**Themed Cakes** \$4.50++/serving minimum (price is contingent on design and flavors)

Hosting your ceremony at

Gateway Center? We have

amazing and affordable in-suite

catering options for you and

your wedding party! Ask your

Sales Manager today!



#### **EXCLUSIVE CATERER**

Spectra Food Services & Hospitality maintains the right to provide all food and beverage, and concession services at the Gateway Center. Any exception must be requested and obtained by prior written approval of the General Manager and/or Director of Catering. These menus feature a varied selection of popular items designed to appeal to the needs of each of our clients and their guests. Should the selections featured in the menu not fit your needs, we welcome the opportunity to customize our menus for your special event.

#### **OUTSIDE FOOD AND BEVERAGES**

No food or beverage of any kind will be permitted to be brought into the facility by the patron. If unauthorized food and beverage is identified on the premises, the Lessee will be notified first and then the violation will be addressed by management, and it is expected to be removed from the premises immediately. The Lessee could be assessed a fee for unauthorized food and beverage at 50% of retail value, determined by the food and beverage management team, and will be added to the Lessee's Gateway Center invoice. Food items may not be taken off premises; however, excess prepared food may be donated under regulated conditions to agencies feeding the underprivileged at Spectra's sole discretion.

#### **FOOD AND BEVERAGE SAMPLING**

Exhibitors may distribute food and beverage samples in authorized booth space and must not be in competition with products or services offered by Spectra Food Services & Hospitality. Samples must be representative of products manufactured of distributed by the company exhibiting. Free samples are limited to two (2) ounces of non-alcohol beverages and two (2) ounces of food. Exact descriptions of sample and portion size must be submitted to Spectra Food Services & Hospitality for written approval 14 days prior to the opening of the event. The distribution of alcoholic beverages is strictly prohibited unless provided by Spectra Food Services & Hospitality.

#### **BEVERAGE SERVICE**

Spectra Food Services & Hospitality offers a complete selection of beverages to compliment your function. Alcoholic beverages may not be brought onto the premises from outside sources. In accordance with state regulations, we reserve the right to request a photo ID of any person to verify their age, and to refuse service to underage and intoxicated persons. Alcoholic beverages may not be removed from the premises. Per Illinois state law, there is one (1) drink maximum per person, per transaction.

#### **LABOR**

Catering personnel are scheduled for a minimum of four (4) hour shifts for each meal period. These shifts include set-up, service, and clean up for events. Events requiring additional time for service may incur an overtime charge of \$25.00++ per hour, per server.

### **DIETARY CONSIDERATIONS**

Spectra Food Services & Hospitality is happy to address any and all special dietary considerations for individual guests with proper notice. Spectra will automatically prepare 1% vegetarian dinners for plated and served meal services.

### **CHINA SERVICE**

China service is standard for al catering services in all meeting and banquet rooms. For coffee services with china, Spectra Food Services & Hospitality will set out at least 10% disposable ware. China is not allowed in the Exhibit Hall, unless it will be carpeted. High-grade disposable ware will be used on uncarpeted Exhibit Hall floors.

### **LINENS AND EVENT DÉCOR**

All banquet prices included standard sized white, ivory, or black table linens, and standard linen napkins. Additional colors are available for both table linens and napkins at an additional charge. Full-service planning of themed décor and special events is available. Contact your catering sales manager for details and a full proposal.

#### **MENU SELECTIONS**

Choose a menu from the selections contained in these suggestions, or have us custom design a menu for your particular needs. Menus must be finalized at least ten (10) business days prior to your event. Your sales manager will notify you if item substitutions are required on your desired menu.

#### **GUARANTEES**

A minimum guarantee of the number of guests to be served is required by 12:00 PM, noon, three (3) business days prior to the actual function. A la carte orders require a guarantee for quantity ordered of each food item on the order. If this number is not received, your original estimates will be considered the final guarantee and you will be billed accordingly. The number is not subject to reduction. If the guaranteed number is increased after this deadline, a 25% late fee will apply. Meals will be prepared for your final guarantee. We will provide additional seating and settings for 3% over the guarantee, to a maximum of 30 settings. Spectra Food Services & Hospitality reserves the right to make substitutions to the menu to serve your additional guests.

#### **LATE FEES**

All food and beverage orders must be made with your catering sales manager ten (10) business days prior to the first day of your event, or your food and beverage charges are subject to a 25% late fee.

#### **MANAGEMENT CHARGE AND TAXES**

All catered events are subject to a 20% management charge. This management charge is the sole property of the food and beverage service company or the venue owner, as applicable, is used to cover such party's costs and expenses in connection with the catered event (other than employee tips, gratuities, and wages), and is not charged in lieu of a tip. The management charge is not a tip, gratuity or service charge, nor is it purported to be a tip, gratuity or service charge, for any wait staff employee, service employee, service bartender, or other employee, and no part of the management charge will be distributed (as a tip, gratuity, or otherwise) to any employee who provides service to guests. All catered events are also subject to all applicable state and local sales taxes, unless a valid tax-exemption certificate is provided to Spectra Food Services & Hospitality.

#### **BILLING**

A non-refundable 50% deposit, as outlined in your catering policy agreement, is due in full thirty (30) days from the issue date of the Catering Policy Agreement. If your event occurs less than thirty (30) days from the issue date of the Catering Policy Agreement, payment in full is due immediately upon receipt of agreement, or ten (10) business days prior to your event, whichever occurs first. Final payment will be due ten (10) business days prior to your event date. You will be issued a detailed invoice thirty (30) days prior to your event based on your food and beverage order. It is imperative that your menu be selected and communicated to the catering sales manager thirty (30) days prior to your event, so that payment deadlines may be met. Failure to meet these deadlines may result in additional fees. In the event that Spectra Food Services & Hospitality receives over payment, due to event variables (i.e. final guarantee, items charged on consumption) a refund will be made to the client. Payment may be made to Spectra Food Services & Hospitality via credit card (Visa, MasterCard, Discover, American Express, or Diners Club), Money Order, Cashiers' Check or Certified Check.

### **CANCELLATIONS**

In the event of a cancellation, no deposit refund shall be made. Cancellation of food functions must be sent in writing to your Spectra Food Services & Hospitality sales manager. Any cancellation received more than thirty (30) days prior to the scheduled event will result in a fee equal to 25% of the estimated food and beverage charges, plus any base rental fees as outline in the Contract. Any cancellation received less than thirty (30) days prior to the scheduled event will result in a fee of 50% of the estimated food and beverage charges, plus any base rental fees as outlined in the Contract. Any cancellation received after the final guarantee has been provided will result in a fee equal to 100% of the charged on the affected banquet event order(s) or Signed Agreement, whichever is greater of the two.