CATERING MENU THE JOSEPH B. MARTIN CONFERENCE CENTER

AT HARVARD MEDICAL SCHOOL

BREAKFAST

today's agenda

23.00 per quest (must be guaranteed for full number of guests no modifications) pre-meeting

mini muffins, bagels & danish, cream cheese, preserves, butter, orange juice, fair trade coffee, selection of tea

am break fair trade coffee, selection of tea, fresh diced fruit

pm break fair trade coffee, selection of tea, freshly baked cookies

continental breakfast

12.50 per guest mini muffins, scones & croissants, diced fruit, preserves, butter, orange juice, fair trade coffee, selection of tea

conference breakfast

13.25 per auest mini bagels, tea breads, mini scones, mini muffins, preserves, cream cheese, peanut butter, diced fruit platter, yogurt & granola, fair trade coffee & tea service, orange juice

eating well breakfast

17.00 per auest scrambled eggs, steel cut oatmeal, individual greek yogurt, seasonal diced fresh fruit, orange juice, fair trade coffee, selection of tea

better for you breakfast

10.75 per quest

artisan whole grain bread, peanut butter, avocado, wheatberry breakfast salad with chopped kale, strawberries & almond, diced fruit platter, smart or life water, fair trade coffee, selection of tea

add: vegetable egg white frittatas 2.50

hearty start to the day

21.00 per guest 15 quest minimum scrambled eggs, bacon, turkey sausage, home fries, orange juice, fair trade coffee, selection of tea

greek yogurt bar

7.95 per quest 20 quest minimum plain low-fat greek yogurt, vanilla low-fat greek yogurt, granola, fresh berries, chocolate, coconut, nuts, chia seeds, honey

a la carte breakfast items

3.25 each

chocolate or butter croissants

pecan rolls or cinnamon swirl rolls

assorted coffee cakes

house baked scones

hot breakfast additions

495 each breakfast sandwiches egg & cheese / sausage, bacon or turkey sausage, egg & cheese

individual breakfast guiche chef's selection of vegetarian or meat filling

individual breakfast frittata chef's selection of vegetarian or meat filling (egg whites available upon request / subject to availability)

steel cut oats brown sugar, raisins & walnuts

3.75 each 20 guest minimum stuffed french toast - seasonal variety flavored pancakes – seasonal variety

before placing your order, please inform a member of the catering team if a person in your party has a food allergy.



fresh diced yogu indivi whole hard assor whea straw overr 20 gi



BREAKFAST CONTINUED

better-for-you alternatives

n fruit & yogurt parfait	4.50 each
d fresh fruit	4.95 each
urt with granola	4.50 each
ridual organic yogurt cups	2.50 each
le fruit	1.95 each
boiled egg	1.65 each
rted granola & protein bars	2.75 each
atberry breakfast salad, chopped kale, vberries & almonds	4.50 per guest
night oats, d <mark>r</mark> ied fruits, plain yogurt uest minimum	4.75 per guest

beverages

-	
fresh brewed fair trade coffee, selection of tea	4.50 per guest
beverage service fresh brewed fair trade coffee, selection of tea & bottled water	6.00 per guest
assorted soda & bottled water	2.00 each
assorted juices	2.50 each
orange juice	2.50 per guest
life/smart water	3.25 each
snapple/nantucket nectar	<i>3.25</i> each
sparkling water	2.00 each
aqua fresca 10 guest minimum · chefs seasonal selection	1.75 per guest



TAKF A BRFAK

(15 guest minimum unless stated)

greek yogurt bar

7.95 per guest 20 guest minimum plain & vanilla low fat greek vogurt granola, fresh berries, chocolate, coconut, nuts, chia seeds, honey

greek yogurt parfaits – choice of 2

6.50 per guest 20 quest minimum pb&j – swirled grape jelly yogurt, whipped peanut butter, grapes, roasted peanuts

orange chocolate crunch – orange yogurt, toasted hazelnut, dark chocolate, orange, mint, honey

"everything" smoked salmon everything spice yogurt, smoked salmon, tomato, red onion, caper, radish, bagel chips

house made trail mix

7.95 per guest

chocolate chips, raisins, almonds, pecans, mini pretzels, granola, shaved coconut, sunflower seeds

nosh boxes – choice of 2 7.75 per quest low fat cheese, whole grain crackers, grapes

hummus & crudité cups

celery & peanut butter

low fat vanilla greek yogurt dip & fresh fruit

seasonal break (subject to change) 8.75 per quest 20 quest minimum fall - caramel apple bars, mulled or chilled apple cider, maple chili spiced pepitas, baked sweet potatoes with brown sugar, cinnamon & butter

winter – hot chocolate, cranberry crumble bars, baked rosemary potatoes with herb aioli

spring – "strawberry chocolate crunch" parfaits, house made granola bars, "green refresh" blended beverage

summer - watermelon feta skewers, berry crumb bars, sweet tea or strawberry lemonade

nosh station

8.75 per quest

salted marcona almonds, candied pecans, tangerine & fennel seed marinated olives, togarashi popcorn, crispy parsnips, salted vinegar potato chips, fried wontons, spicy queso dip

popcorn trio 3.25 per quest

house made flavored popcorn – truffle parmesan, rosemary olive oil, and cheddar

be well

8.95 per quest vegetable crudité, feta & dill greek vogurt dip, rosemary white bean hummus, whole wheat pita chips, assorted spindrift beverages

the new englander

9.25 per guest chocolate covered cranberries, cape cod potato chips, junior mints, nantucket nectars

sweet indulgences

7.95 per quest assorted petit fours, freshly baked cookies & brownies, diced fruit platter, fair trade coffee, selection of tea

italian break

8.75 per quest 20 guest minimum antipasto skewers, prosciutto wrapped melon, assorted biscotti & cannoli. san pellegrino

before placing your order, please inform a member of the catering team if a person in your party has a food allergy.







all of our lunches come with assorted soda and bottled water

basic tote lunch

17.00 per quest specialty sandwich or salad, chips, freshly baked cookie

executive lunch buffet

26.75 per quest 20 quest minimum signature salad, gherkins & marinated olives, assorted chips, cookies & brownies, diced fresh fruit

add: chefs selection soup of the day 4.00 per quest

add: additional side salad to tote or buffet 2.95 per guest

antipasti, select 1

signature chopped salad - kale, cabbage, tomato, carrots, cucumber, red pepper, shallot vinaigrette

kale caesar - kale, parmesan, herb croutons

classic caesar – romaine, parmesan, herb croutons

mixed greens, tomato, cucumber, carrot, balsamic or ranch dressing

greek salad - romaine, tomato, feta, cucumber, kalamata olives, greek dressing

fingerling potato salad, green beans, hard boiled egg, almonds, tapenade

quinoa, beet, raspberry, kale, hazelnuts, tarragon

tomato, mozzarella, fresh basil

waldorf salad, romaine, grapes, apples, walnuts, lemon aioli

soba noodle salad, peppers, carrots, snow peas, baby corn, ginger sesame dressing

chefs seasonal selection

sandwich selections

classic chicken salad, lettuce, tomato smoked turkey, provolone, lettuce, tomato roasted turkey, avocado, tomato, lime aioli ham & swiss, grain mustard, lettuce & tomato albacore tuna salad, lettuce, tomato

beefsteak tomato, fresh mozzarella, basil pesto, arugula (vegetarian) grilled portobello mushroom, spinach, balsamic glaze (vegan)

entree salad selections

tuscan kale caesar salad – grilled chicken, kale, parmesan, herb croutons, caesar dressing

turkey cobb salad - roasted turkey, tomato, hard boiled egg, crumbled bleu cheese, bleu cheese dressing

chicken – mixed greens, grilled chicken, toasted walnuts, red california grapes, balsamic vinaigrette

tuna nicoise – albacore tuna, mixed greens, olives, hard boiled egg, green beans, balsamic vinaigrette

spinach - baby spinach, bleu cheese, bacon, roasted red pepper, mustard vinaigrette

kale – shredded kale, pear, celery, walnut, pecorino, italian dressing

tofu noodle salad – chilled lo mein, sesame ginger marinated tofu with asian vegetables

please refer to our seasonal menu for additional sandwich selections

ROOM TEMP BUFFETS

mediterranean

34.50 per quest includes rolls, soda & water, assorted dessert bars lemon & herb roasted chicken, green beans, romesco vinaigrette seared salmon, artichokes, tomato, olives, herb vinaigrette pearl couscous, chopped kale, chickpeas, red bell pepper, preserved lemon arugula, cucumber, tomato, mint, balsamic better for you luncheon 34.50 per quest

grilled garlic & thyme marinated chicken breast. roasted baby carrots

citrus marinated salmon, shaved fennel & orange salad, dill vinaigrette

3 grain salad, zucchini, mint herb dressing

signature chopped salad - kale, cabbage, tomato, carrots, cucumber, red pepper, shallot vinaigrette

kale caesar – kale, parmesan, herb croutons

diced fruit platter

spring & sparkling water

americas luncheon buffet

34.50 per guest includes, rolls, soda & water, diced fruit platter, assorted dessert bars

peppercorn crusted flank steak, chimichurri sauce

seared gulf shrimp salad, zucchini ribbons, peppers, black eyed peas, crispy onions

wild rice salad, pecans, cranberries, citrus zest shaved brussels sprout slaw, parsley, apple cider dressing

networking buffet

25.75 per quest grab & go shaker salads – select one

kale caesar greek

traditional cobb

guinoa

grab & go ploughman nosh box

roast turkey, ham

selection of hard cheeses

gherkins

tomato & mozzarella skewers

fruit skewers

before placing your order, please inform a member of the catering team if a person in your party has a food allergy.



34.50 per guest 20 quest minimum 2 proteins, 2 sides includes a signature salad, rolls, soda & water, diced fruit platter, assorted dessert bars

farro salad, shaved fennel, celery, pecorino, orange, white balsamic

ROOM TEMP BUFFETS CONTINUED

proteins – choice of 2

grilled chicken, harissa, charred carrots, cilantro

roasted chicken, piperade, olives, parslev

roasted salmon, green beans, oven roasted tomato, confit shallot, tarragon & dijon vinaigrette

cajun roasted shrimp, diced grit cake, roasted cherry tomato, pickled red onions & southern remoulade

cumin roasted flank steak, black bean & corn salsa. roasted peppers, grilled scallion

roasted eggplant, hummus, feta, pomegranate, za'atar, mint

lemongrass grilled tofu, edamame, corn, orange ginger soy vinaigrette & sesame seeds

sides – choice of 2

guinoa salad – kale, cranberry, sguash, ginger vinaigrette

shaved brussels sprouts, apple, hazelnut, red pepper flake, lemon

waldorf salad, romaine, grapes, apples, walnuts, lemon aioli

soba noodle salad, peppers, carrots, snow peas, baby corn, ginger sesame dressing

pasta salad, pesto, green beans, potato, parmesan

cobb salad, tomato, avocado, bacon, bleu cheese, scallion

italian chopped salad, romaine, pepperoncini, soppressata, garbanzo, provolone, artichoke

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bento boxes choice of protein, side, fresh fruit, dessert bar, soda & water

HOT BUFFETS

55.00 per guest includes diced fruit platter, soda & water

italian

chicken milanese, arugula, lemon, tomato, shaved parmesan baked eggplant with spinach & ricotta, crushed tomato penne, mushroom bolognese, grana padano, basil arugula, radicchio, pear & pecorino salad bocconcini, roasted peppers, marinated olives grilled herb sourdough tiramisu

asian

grilled beef bulgogi, scallions, toasted sesame ponzu glazed salmon, grilled scallions, pickled thai chiles tofu pad thai, lime lemongrass scented jasmine rice fruit coconut macaroons

taqueria

chipotle chicken grilled vegetables with mole, cilantro, chili & lime frijoles de la ola arepas, queso fresco cilantro lime rice flour tortillas, pico de gallo, salsa verde tomato, sour cream, queso fresco tres leches cake

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10 guest minimum all plated lunches include the following starter, main course, dessert, full china service, assorted rolls & butter, fair trade coffee/tea service

restaurant associates chefs strive to create a seasonal menu that incorporates the freshest ingredients available.

3 course plated lunch

formal hot plated lunch 63.00 per guest 3 course hot plated lunch

SEASONAL PLATED

our seasonal offerings are available upon request for your event.

room temperature plated lunch 53.50 per guest

formal hot plated dinner 82.50 per guest

3 course hot plated dinner

RECEPTIONS

crudités

6.95 per guest crisp market fresh vegetables french onion dip hummus dill, feta, greek yogurt dip

mediterranean

9.75 per guest hummus feta cheese, honey & herbs chunky tomato & basil spread tabbouleh salad marinated olives pita chips & crostini

baked brie

85.00 per wheel (serves up to 25 people) chef's seasonal vegetarian or meat filling served with baguettes & assorted crackers

traditional shrimp cocktail (100 pieces) 450.00 per display

local new england farmstead cheese board (subject to change) 9.75 per quest berkshire bleu, grafton cheddar, camembert, boggy meadow swiss assorted flat breads & crisps marinated olives local honey, guince grapes

bar snacks

7.75 per quest includes your choice of 2 dips and selection of 2 chips hot – spinach & artichoke, buffalo chicken, chili con gueso,

cheesy crab, black bean cold – classic hummus, avocado hummus, french onion,

baba ganoush; yogurt, feta & dill, rosemary white bean

chips – tortilla, pita, house made potato, crostini

italian antipasti 16.75 per guest soppressata, bresaola

chili & lemon whipped ricotta prosciutto, bocconcini, melon, basil, panzanella salad marinated olives sicilian eggplant with shaved fennel cannellini bean spread with rosemary olive oil toasted focaccia

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tapas

RECEPTIONS CONTINUED

lzakaya "japanese pub" station

- 22.50 per guest miso chicken skewers
- sriracha & lime beef skewers
- edamame dumplings
- shrimp dumplings
- sauteed vegetable spring rolls with yuzu ponzu
- soba noodle salad, peppers, carrots, snow peas, baby corn, ginger sesame dressing

- 19.75 per quest spanish manchego & quince platter
- garden vegetable paella
- chorizo sausage, fig sauce
- vine ripe tomato gazpacho
- patatas bravas, paprika vinaigrette
- chicken marengo
- banderillas (pickled vegetable platter)
- blistered padron peppers
- marinated olive & marcona almonds

dim sum table

19.00 per quest chicken spring rolls crispy chicken wings, black bean sauce general tso chicken in steamed bun, scallion vegetable & tofu lo mein "take out" boxes asian vegetable crudité, ginger plum & sweet chili dipping sauces

bbq

15.75 per guest carolina style bbg pulled chicken served with mini brioche

memphis style bbg braised beef served with mini brioche vegan black bean sliders

homestyle macaroni & cheese

shredded zucchini, sliced almonds, lemon vinaigrette

small plates chef attended station – choice of 2 (subject to change) chef attendant fee 250 per attendant asparagus, quail egg, leek coulis, warm mushroom salad

za'atar roasted carrots, coriander raisins, dukkah, charred carrot puree, harissa labneh

pan seared scallops, fava beans & english pea succotash, grilled asparagus, meyer lemon nage

herb roasted organic chicken breast, pearl onion, new potatoes, grilled baby carrots, thyme jus

pepper crusted beef tenderloin, horseradish mash, sauteed pea tendrils, bordelaise sauce

PASSED HORS D'OEUVRES

selection of four first hour additional hour

21.50 <mark>per</mark> guest 10.75 per guest

cold

seared beef tenderloin, red onion marmalade, herb crostini assorted nigiri & maki rolls chipotle glazed rock shrimp, sweet corn & red peppers, tortilla chip spicy salmon tartare, sesame wonton crisp seared tuna tataki, wasabi cream, crispy prawn cracker new england lobster & seaweed salad, red curry, cucumber chip jicama roll with fennel, orange & pickled mustard beluga lentil salad, endive

hot

edamame dumpling, ginger soy asparagus & mushroom risotto croquette, truffle cream caramelized leeks, shiitake mushroom, goat cheese, phyllo tart chicken tikka skewers, tomato chutney beef teriyaki, grilled scallion goat cheese stuffed date, bacon miniature beef wellington, truffle mushroom duxelles, chive butter crab stuffed mushrooms jumbo lump crab cake, tartar sauce fried haloumi cheese with lemon & olive oil monterey jack & green chili quesadilla chickpea fritter, cilantro vinaigrette potato & green pea cake, mint vinaigrette

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non-alcoholic bar

6.75 per guest up to 3 hours sodas, mixers, juices 1.75 per guest each additional hour

beer & wine bar 13.25 per quest first hour 8.25 per guest each additional hour

house wine red & white wines

imported & domestic beers

sodas, mixers, juices

full premium bar

18.75 per quest first hour 8.75 per guest each additional hour

premium liquor

house wine red & white wines

imported & domestic beers

sodas, mixers, juices

bar set up fee 50 people or less 195.00 flat fee 51 people or more 4.50 per quest

*set-up fee includes glassware and liquor license fee as required by the city of boston

bartender 35.50 per hour, 4 hour min

*one bartender required per 100 guests

(please note: all prices are charged per guest and must be guaranteed for the full amount of guests. all beverages must be provided and served by the joseph b martin conference center. cash bars are not permitted.)

BUFFET DINNER

two entrée buffet dinner

70.75 per quest 10.25 per guest for additional entrée includes your choice of two antipasti, our signature chopped salad, two sides, and two dessert selections

signature chopped salad – kale, cabbage, tomato, carrots, cucumber, red pepper, shallot vinaigrette

antipasti, select 2

italian chopped salad, romaine, pepperoncini, soppressata, garbanzo, provolone, artichoke

farro salad, shaved fennel, celery, pecorino, anchovy, orange, white balsamic

waldorf salad, romaine, grapes, apples, walnuts, lemon aioli cobb salad, tomato, avocado, bacon, bleu cheese, scallion ensalada mixta, mango, cucumber, jicama, red onion, lime, cilantro

quinoa salad, black beans, queso fresco, corn, bell pepper, jalapeno green papaya, green beans, tomato, peanuts, sambal, fish sauce, palm sugar

soba noodle salad, peppers, carrots, snow peas, baby corn, sesame ginger vinaigrette

wedge salad, bacon bits, cherry tomato, red onion, bleu cheese kale caesar salad, house made croutons, parmesan

entrée, select 2

roasted statler chicken breast, dill, carrots & radish chicken cacciatore, mushrooms, tomato, peppers, oregano meatloaf, bacon, bleu cheese, worcestershire glaze braised beef chili verde, tomatillo, jalapeno, cilantro grilled flank steak, charmoula braised beef brisket, horseradish sauce shrimp lo mein roasted salmon, meyer lemon butternut squash ravioli, brown butter, sage, lemon general tso tofu stir fry mushroom lasagna vegetable paella

before placing your order, please inform a member of the catering team if a person in your party has a food allergy.

BUFFET DINNER CONTINUED

vegetables, select 1

sicilian eggplant, chili, honey, red wine vinegar creamed spinach, roasted garlic cream, nutmeg baby carrots, grilled asparagus, sea salt, lemon roasted butternut squash, mole, pepitas charred broccoli, cumin, coriander, roasted red pepper kung pao brussels sprouts assiette of baby vegetables chili soy glazed green beans

sides, select 1 sage stewed white beans crushed fingerling potato, spanish olive oil, fresh parsley boston baked beans sour cream & chive whipped potatoes sweet potato & black bean casserole chinese 5 spice roasted potatoes lemongrass & ginger wild rice aged cheddar potato gratin

dessert, select 2 tiramisu torte lemon meringue macaroon cheesecake pecan tart flourless chocolate tart salted caramel s'mores tart boston cream torte key lime & cream pie

GREENING YOUR EVENT

RA is acutely aware that our thoughts and actions directly impact not only our customers, but a much larger community. Because of this, RA has taken steps to continually improve how we run our business, serve our guests, and preserve our natural resources.

Local Food: Restaurant Associates is working with local farmers and produce distributors to provide our guests with the freshest seasonal foods while supporting our local communities. Items are identified as local if they are from sources that are no more than 150 miles from the location in which it is served. As a result, local food means fewer food miles and a dramatic reduction in transportation, days of refrigeration, and tons of pollution and packaging. Please contact your catering manager for seasonal organic and local reception and lunch menus.

EVENT PLANNING GUIDE & CATERING POLICIES

We are pleased you have chosen to host your event at the Joseph B. Martin Conference Center. Catering menu selections and service details should be confirmed at least 14 days in advance of the event. Clients will be issued a Banguet Event Order (BEO) outlining the menu selections, estimated attendance counts, service time and details. A signed BEO must be received 10 business days prior to your event to allow us to do preliminarily staffing and allow the culinary team to prepare for your function event. There is a 20% taxable staffing charge fee on all menu items. The staffing charge fee will be outlined on the BEO.

Notification of the final number of participants is due not less than 72 hours (3 business days) prior to the start date. If a final guarantee count is not received by the 3rd business day prior to the start date, clients will be charged for the estimated guest count on the BEO or the actual guest count; whichever number is higher.

Efficient preparation for your event will require that the room setup count and the catering guarantee be within 5% in order to meet the expectations of the group. If the served count is higher than the guarantee, the served number will prevail on the final bill.

Menu selections are displayed on china for service on buffet. Attendees use high quality disposables. Full China Service featuring china, glass and silver can be arranged in advance. Please note additional rental and staffing fees will apply. Please consult with your catering manager.

cancellation & change policy

date of signed contract to 91 days prior to start date of conference liquidated damages: 25% of total value

61 – 90 days prior to start date of conference liquidated damages: 50% of total value

31 – 60 days prior to start date of conference liquidated damages: 75% of total value

any function cancelled less than 30 days prior to start date liguidated damages: 100% of total value

please note:

prices are subject to change without prior notice. food or beverage is not allowed to be removed from the premises. kosher meals can be provided upon request, please allow 72 hours

event staffing guidelines

receptions

one coatroom attendant per 75 guests (optional) one bartender per 100 guests one hors d'oeuvres passer per 50 guests

plated events

one waitstaff per table (8-10 quests per table)

buffet events

one waitstaff per 3 tables (8-10 guests per table) + buffet attendants one buffet attendant per 50 quests

Sustainable Seafood: The world's stock of wild seafood is threatened with extinction due to over and uncontrolled fishing Compass Group, Restaurant Associates' parent company, began a policy on March 1, 2006, replacing endangered species which leading conservationists have recommended consumers avoid, with more environmentally sound alternatives.

Zero Trans-Fat: Restaurant Associates is committed to providing healthy menu items. In response to the 2005 Dietary Guidelines for Americans and the American Medical Association's recommendations to minimize trans-fat consumption, RA transitioned to non-hydrogenated, zero trans-fat oils for both cooking and frying. RA has also made a commitment to eliminate trans-fats in our purchased goods, resulting in a massive reformulation effort by manufacturers and producers.

Fair trade Coffee: Fair Trade empowers farmers and farm workers to lift themselves out of poverty by developing the business skills necessary to compete in the global marketplace. By guaranteeing minimum floor prices and social premiums, Fair Trade enables producers to invest in their farms and communities and protect the environment. All coffee provided for events in The Joseph B Martin Conference Center is Fair Trade Coffee.

Milk Produced Without Synthetic rBST: All milk served is rBST free, produced by dairy cows that have not been treated with artificial growth hormones.

Biodegradable Disposables: You too can do your part to lessen your carbon footprint. Greenwave & Fabrikal are now available at an additional fee for your event. These plates, utensils and cups are made of sugar cane & corn plastic that are 100% renewable and compostable! Please allow 1 week notice to ensure we are able to provide these items for your event.

Recycling: Please make use of recycle bins located around the Joseph B Martin Conference Center, to make sure that we all do our part to help the environment.

GREENING YOUR EVENT CONTINUED

Composting: Through a process that breaks down organic matter (including pre and post consumer waste), kitchen waste gets turned back into nutrients that can be mixed with soil to enrich it. Composting is one of the most basic ways of recycling waste and is an essential part of Harvard's recycling program. As part of our sustainability efforts, Restaurant Associates composts all leftover food.

General Information

Kosher meals can be provided upon request. Please provide 72 hours notice.

All food & beverage guarantees are due 3 business days in advance. If it is not received the expected number will become the guarantee.

Additional charges will be incurred for special equipment, including linen and china that is ordered and delivered for a specific event.

Catering Office

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