



CATERING MENU

Revised September 2, 2025



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HOW TO PLACE AN ORDER

UNBC Academic and Administrative Departments

Create an account to place an order with our ordering system CaterTrax, unbc.catertrax.com

UNBC Student-Led Organizations (SLO)

Contact the Catering Manager at 250 960 5782 or catering.coordinator@unbc.ca

External Organizations

Contact Conference and Event Services at conference@unbc.ca for space bookings and to place a catering order.



HOT & COLD

BEVERAGES

FRESHLY BREWED, LOCALLY ROASTED, NORTH ROAST COFFEE \$27.55

12cup carafe (6oz cups). Decaffeinated available upon request.

40 cup urn. (6oz cups) Decaffeinated available upon request. **\$79.99**

4 O'CLOCK ORGANIC FAIRTRADE TEA \$26.24

A variety of herbal and traditional teas 12cup carafe (6oz cups).

FRESHLY MADE HOT COCOA \$26.24

12cup carafe (6oz cups).

SOFT DRINKS ASSORTED (355ML CAN) \$2.64 EACH

JUICE ASSORTED (300ML BOTTLE) \$2.59 EACH

SPRING WATER (300ML BOTTLE) \$2.64 EACH

ORANGE JUICE, CRANBERRY JUICE, ICED TEA, OR LEMONADE (DISPENSER SERVES 12 CUPS) \$23.78

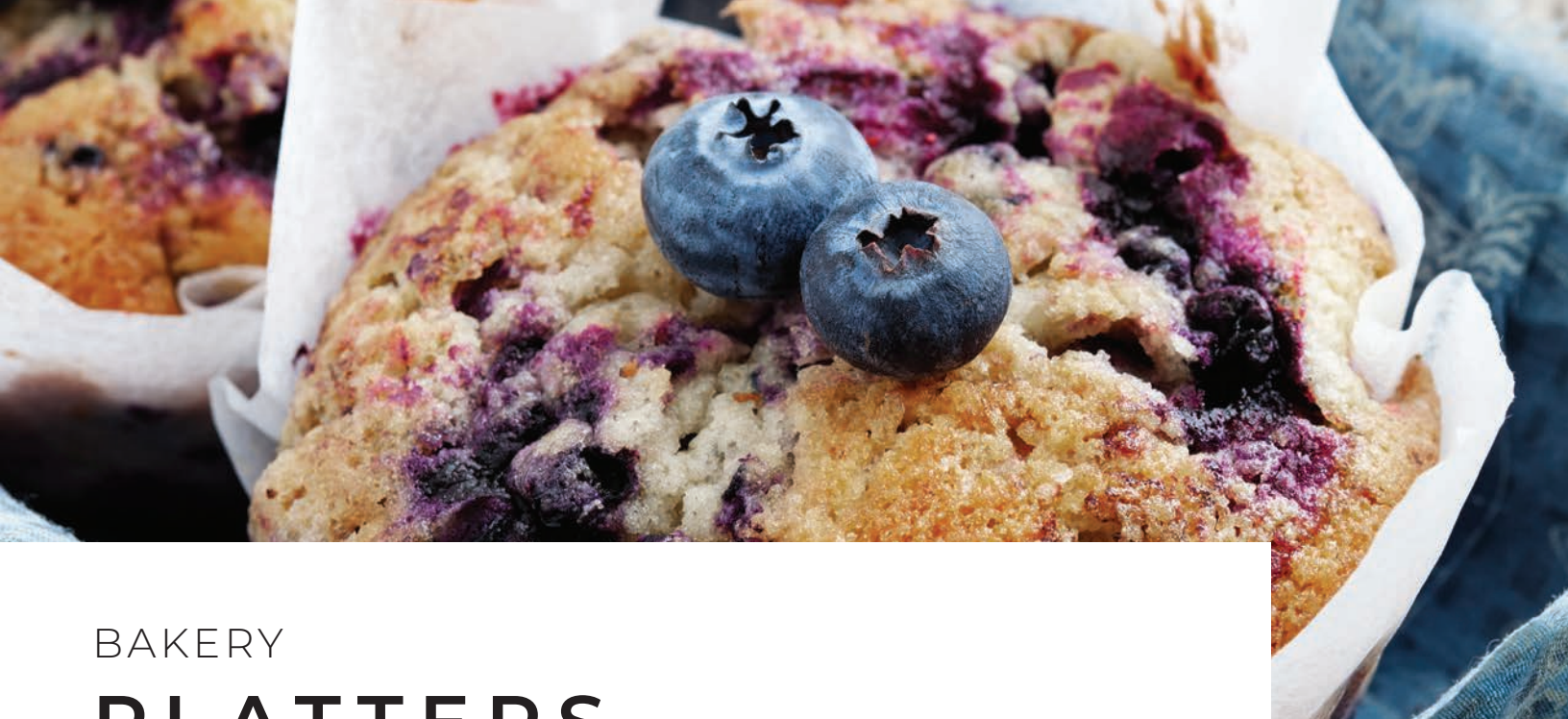
FRUIT INFUSED WATER (DISPENSER SERVES 40-50 CUPS) \$22.04

CRANBERRY TWILIGHT SPARKLE (SERVES 40-50) \$55.11

Cranberry juice, soda water, orange juice, ginger, a splash of lime juice, and a hint of fresh basil. Non-alcoholic punch.

NORTHERN STRAWBERRY FIELDS (SERVES 40-50) \$55.11

Homemade strawberry syrup, soda water, ginger, a splash of lime juice, and a hint of fresh mint. Non- alcoholic punch.



BAKERY

PLATTERS

*Add Coffee, Tea, Soft Drinks and Juice on Page 3.
Minimum order half dozen.*

PASTRY PLATTER \$22.04 /HALF DOZEN \$35.27 /DOZEN

Chef selection of assorted pastries; includes butter croissant, cinnamon rolls, and assorted danishes.

V BAKERY BASKET \$17.33 /HALF DOZEN \$31.96 /DOZEN

Chef selection of sweet and savory scones, and breakfast breads.

V FRESHLY BAKED SCONES \$22.04 /HALF DOZEN \$35.27 /DOZEN

Variety of savory or sweet scones.

V FRESHLY BAKED CINNAMON BUNS \$22.04 /HALF DOZEN \$35.27 /DOZEN

Large sticky sweet cinnamon buns.

V FRESHLY BAKED MUFFINS \$15.42 /HALF DOZEN \$27.88 /DOZEN

Assortment of muffins, served with butter and preserves.

Individually packaged Gluten free and vegan options available upon request for an additional cost.



SWEET TOOTH TREATS

Gluten Friendly and Vegan available upon special request for an additional cost.

THE COOKIE JAR \$11.99 /HALF DOZEN \$20.99 /DOZEN

Chefs selection of freshly baked large cookies.

DESSERT BARS \$21.99 /HALF DOZEN \$39.99 /DOZEN

A beautifully arranged selection of classic squares and brownies.

ASK US ABOUT BUILDING A CANDY BAR OR ICE CREAM STATION, OR DELIVERING A CELEBRATION CAKE. CUSTOM PRICES AVAILABLE UPON REQUEST.

HEALTHY BREAK

\$9.44 /PERSON MINIMUM OF 6 PER ITEM

V ENERGIZE & NOURISH

Fresh vegetable platter with ranch dip, hummus, and assorted crackers.

SWEET AND SALTY

An assortment of donut holes and seasoned crispy potato chippers.

V SEASONAL FRUIT AND YOGURT BAR

An assortment of fresh seasonal fruit, yogurt, granola, and trail mix.

BREADS AND SPREADS

Your choice of house made dips served with pita, naan, and crostini breads.

Select Three: Spinach Artichoke, Tzatziki, V Olive Tapenade, V Bruschetta, V Hummus, V Roast Red Pepper and White Bean, or V Mango Salsa.

V CHIPS AND SALSA

House made tortilla and corn chips with salsa, sour cream and guacamole.



BUFFET BREAKFAST

Includes Ice Water. Add Coffee, Tea and Juice see Page 3.

V GF CAMPUS KICKSTART \$13.22 /PERSON MINIMUM OF 6 ORDERS

Baked Egg & Cheese Bites.

Yogurt Bar with Granola, Trail Mix, and Seasonal Fresh Fruit & Berries.

RISE & DINE \$18.73 /PERSON MINIMUM OF 6 ORDERS

Your Choice of Breakfast Sandwich or Wrap:

- Egg, Bacon, Cheese Sandwich.
- Egg, Sausage, Cheese Sandwich.
- V** Scrambled Egg, Cheese, Salsa Wrap.

SCHOLARS SUNRISE \$28.32 /PERSON MINIMUM OF 10 ORDERS

Yogurt Bar with Granola, Trail Mix, and Seasonal Fresh Fruit & Berries.

Chef Selection of Baked Goods.

Scrambled Eggs.

Crispy Hashbrowns.

Blueberry Hotcakes served with syrup.

SELECT TWO:

Sliced Ham.

Bacon.

Pork Sausage.

Gluten Free Turkey Sausage.

Gluten Friendly, Dairy-Free and Vegan options available upon request.

THE STUDY STACK

LUNCH

Includes Soup or Salad and Ice Water. Add coffee, tea, soft drinks, juice on page 3. Add a sweet treat for dessert on page 5. Minimum of 6 orders.

SANDWICHES OR WRAPS \$22.04 /PERSON

Deli sandwiches served on assorted bread and or wraps.

SELECT UP TO THREE:

V Veggie

Hummus, lettuce, tomato, red onions, cucumbers, cheese.

Roast Beef

Roast beef, red onions, roasted red peppers, horseradish aioli, cheese.

Chicken Caesar Wrap

Sliced chicken mixed with romaine lettuce, bacon, croutons, cheese and Caesar dressing.

Pesto Chicken

Roast chicken, pesto aioli, lettuce, tomato, roasted red pepper, cheese.

Turkey Club

Roast turkey, bacon, cheddar cheese, lettuce, tomato and avocado aioli.

Tuna Salad

Tuna, celery, green onions, lemon aioli.

Curry Chicken Salad

Roast chicken chopped and mixed with red onion, apples and curry aioli.

Little Italy

Capocollo, ham, genoa salami, cheese, red onion, lettuce, tomato, garlic aioli, all drizzled with herb vinaigrette.

VG Falafel Pita

Falafel, tomatoes, red onions, lettuce, hummus and cucumbers in a pita.

Cran-Chicken Salad

Roast chicken chopped and mixed with dried cranberries, walnuts, celery and citrus aioli.

VG PICKLE TRAY \$3.30 /PER PERSON

Add a pickle tray to elevate your lunch! Assortment includes dill pickles, olives, jalapenos, gherkins, beets, mixed vegetables, and more.

SELECT ONE:

Soup of the Day

Chef's choice of daily soup.

Let us know if you prefer vegetarian.

Caesar Salad

Romaine lettuce, bacon bits, croutons, shredded cheese, Caesar dressing.

Greek Salad

Romaine lettuce, tomato, pepper, red onion, olives, cucumber, feta cheese, Greek dressing.

Quinoa Salad

Spring mix, quinoa, chickpeas, roast sweet potato, cucumber, red onion, parmesan herb vinaigrette.

Crunchy Classic Coleslaw

Shredded cabbage, carrots, creamy dressing.

Classic Potato Salad

Potato, celery, green onions, creamy dressing.

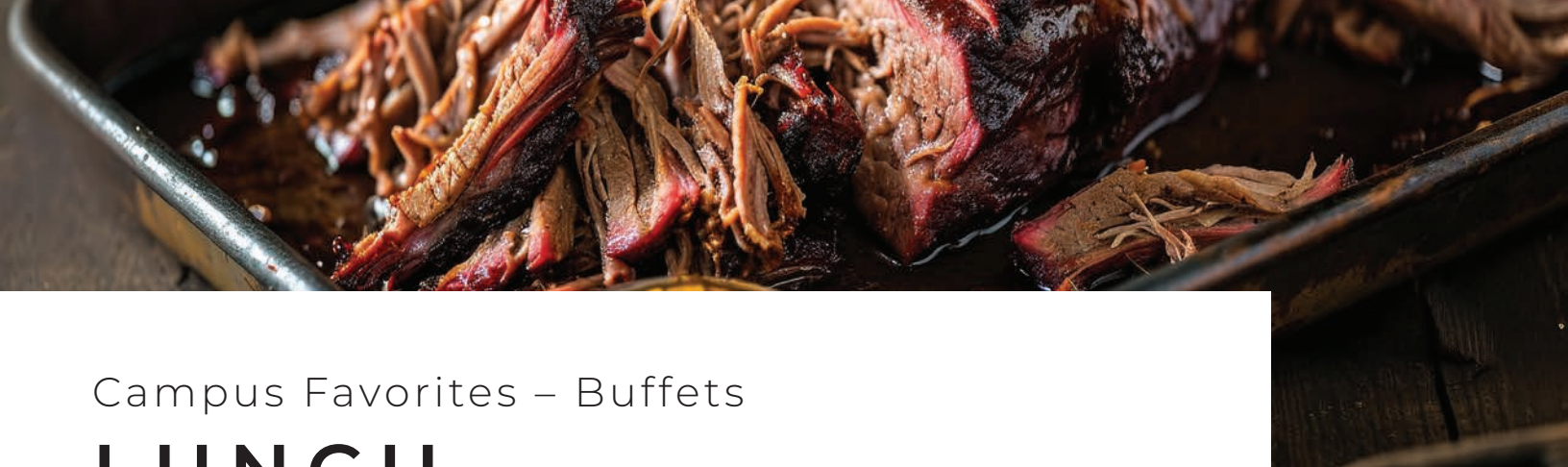
Garden Salad

Lettuce, cucumber, tomato, peppers, shredded cheese, ranch dressing.

Greek Pasta Salad

Pasta, peppers, tomato, cucumber, red onion, feta, olives, cheese, Greek dressing.

Gluten Friendly and Dairy Free options available upon request.



Campus Favorites – Buffets

LUNCH

Includes ice water. Add coffee, tea, soft drinks, juice on page 3.

Add a sweet treat for dessert on page 5.

CAMPUS Q \$23.69 /PERSON MINIMUM ORDER OF 10

Your choice of Baked BBQ Boneless Chicken or Pulled Pork.

Buttermilk Cornbread Muffins.

Roasted Seasonal Vegetables.

Seasoned Corn.

Crispy Fried Potato Chippers.

SELECT ONE:

Caesar Salad

Romaine lettuce, bacon bits, croutons, shredded cheese, Caesar dressing.

Greek Salad

Romaine lettuce, tomato, pepper, red onion, olives, cucumber, feta cheese, Greek dressing.

Quinoa Salad

Spring mix, quinoa, chickpeas, roast sweet potato, cucumber, red onion, parmesan herb vinaigrette.

Crunchy Classic Coleslaw

Shredded cabbage, carrots, creamy dressing.

Classic Potato Salad

Potato, celery, green onions, creamy dressing.

Garden Salad

Lettuce, cucumber, tomato, peppers, shredded cheese, ranch dressing.

Greek Pasta Salad

Pasta, peppers, tomato, cucumber, red onion, feta cheese, Greek dressing.

CAMPUS GREENS & GRAINS \$23.69 /PERSON MINIMUM ORDER OF 6

Make your own Bowl

Lettuce, tomatoes, peppers, onions, cucumbers, shredded cheese, chickpeas, quinoa, corn, roasted sweet potato, cabbage slaw, cranberries, pumpkin seeds.

Savory Scone.

SELECT ONE

Roast Chicken, Tuna, Boiled Eggs, Tofu.

SELECT TWO

GF Buttermilk Ranch, **GF** Italian, **GF DF** Garden Herb Vinaigrette, **GF** Greek & Feta,

GF DF Balsamic Vinaigrette, **GF** Parmesan Herb Vinaigrette, **GF** Creamy Caesar,

GF DF Raspberry Vinaigrette.

Gluten Friendly and Dairy Free options available upon request.



Campus Favorites – Buffets

LUNCH

Includes ice water. Add coffee, tea, soft drinks, juice on page 3. Add a sweet treat for dessert on page 5.

STREET TACO'S \$23.69 /PERSON MINIMUM ORDER OF 6

Make Your Own Soft-Shell Taco

Creamy coleslaw, pickled onions, shredded cheese, black bean corn salsa, shredded lettuce, sour cream, pico de gallo and 6" soft shell tortillas.
Simmered Mexican Rice.

SELECT ONE:

Sauteed ground taco beef, chicken sauteed with peppers and onions, **V** roasted sweet potato & feta, breaded fish strips, pork carnitas.

Add a second protein selection for \$3.99 /PERSON

Elevate Your Buffet with Add-On's

Tortilla Chips and Queso. **\$1.99 /PERSON**

Jalapenos. **\$0.99 /PERSON**

Guacamole. **\$0.99 /PERSON**

Churros tossed in Cinnamon Sugar. **\$2.99 /PERSON**

GRILL & CHILL \$23.69 /PERSON MINIMUM ORDER OF 6

Build Your Own Burger or Hot Dog

Buns, Lettuce, Tomato, Pickles and Onions, Classic Condiments.
Chef's Selection of Freshly Baked Cookies.

SELECT ONE:

All beef patty, breaded chicken filet, plant based burger patty, all beef wieners.

Add a second protein selection for \$3.99 /PERSON

SELECT ONE:

Caesar Salad

Romaine lettuce, bacon bits, croutons, shredded cheese, Caesar dressing.

Greek Salad

Romaine lettuce, tomato, pepper, red onion, olives, cucumber, feta cheese, Greek dressing.

Quinoa Salad

Spring mix, quinoa, chickpeas, roast sweet potato, cucumber, red onion, parmesan herb vinaigrette.

Crunchy Classic Coleslaw

Shredded cabbage, carrots, creamy dressing.

Classic Potato Salad

Potato, celery, green onions, creamy dressing.

Garden Salad

Lettuce, cucumber, tomato, peppers, shredded cheese, ranch dressing.

Greek Pasta Salad

Pasta, peppers, tomato, cucumber, red onion, feta, olives, cheese, Greek dressing.

Gluten Friendly and Dairy Free options available upon request.



Freshly Baked **PIZZA**

Add \$5.25 per pizza for gluten friendly crust.

Note: 16 inch crust cut in 8 slices – no minimum order required

\$28.34 /PIZZA

BBQ CHICKEN

Roast chicken breast, red onion, red peppers, mozzarella, drizzled with buttermilk Ranch dressing.

PEPPERONI

Loaded with pepperoni and mozzarella.

RUSTICA

Italian sausage, capicola, roasted sweet peppers, roasted garlic, and pesto drizzle.

V 4 CHEESE

Mozzarella, Bocconcini, aged cheddar, and parmesan.

ADD ON TOPPINGS \$1.99 /EACH

Bacon
Ham

Onions
Peppers

Olives
Pineapple

Roasted Red Pepper
Cheese

MEATZA

Pepperoni, Italian sausage, smoked bacon, and ham loaded with mozzarella.

HAWAIIAN

Ham, Pineapple and Mozzarella cheese.

V GREEK

Tomato, Pepper, Olives, Red Onion, Feta and Mozzarella cheese.

Gluten Friendly and Dairy Free options available upon request.

GF GLUTEN FRIENDLY

DF DAIRY FREE

VG VEGAN

V VEGETARIAN



BUFFET DINNER

Selections can be customized to accommodate dietary concerns such as gluten-friendly and dairy-free upon request. All buffets include ice water, freshly brewed North Roast coffee, and 4'O Clock organic fairtrade tea. Minimum order of 20.

MR. PG \$59.99 /PERSON

Chef carved roast beef with demi glaze.

VG Mushroom stroganoff.

Mashed potatoes.

Yorkshire pudding.

Honey glazed carrots.

Seasonal vegetables.

Mixed Greens with Tomato, cucumber, red onion, chickpeas, bell pepper

GF and parmesan vinaigrette.

Dinner rolls & loaves.

Chef's selection of sweet treats and seasonal fruit platter.

TIMBERWOLF \$54.99 /PERSON

Baked lemon boneless chicken breast and thighs roasted to perfection then covered with a butter herb sauce.

VG Spinach and ricotta cannelloni.

Moroccan spiced cous cous with onions, garlic, raisins, and almonds.

Scalloped potatoes.

seasonal vegetables.

Caesar salad with romaine lettuce, bacon bits, croutons, shredded cheese, caesar dressing.

Dinner rolls & loaves.

Chef's selection of sweet treats and seasonal fruit platter.

KODIAK \$49.99 /PERSON

Baked soy ginger glazed salmon fillet.

VG Gnocchi with herb butter and peas.

Seasoned rice.

Roast potatoes.

Sesame and garlic roasted broccoli and cauliflower.

Spinach salad with strawberries, red onion, cucumber, pumpkin seeds, feta and a raspberry vinaigrette.

Dinner rolls & loaves.

Chef's selection of sweet treats and seasonal fruit platter.

Gluten Friendly and Dairy Free options available upon request.



BUFFET DINNER

Elevate your dinner buffet! Add on one or more of the following items.

SALADS \$3.30 /PERSON

- Spinach salad with strawberries, red onion, cucumber, pumpkin seeds, feta and a raspberry vinaigrette.
- Greek salad with romaine lettuce, tomato, pepper, red onion, olives, cucumber, feta cheese, Greek dressing.
- Caesar salad with romaine lettuce, bacon bits, croutons, shredded cheese, caesar dressing.
- Mixed green salad with roasted sweet potato, cucumber, pickled red onion, candied walnuts and a gluten-free herb vinaigrette.
- Greek pasta salad with pasta, peppers, tomato, cucumber, red onion, feta cheese, Greek dressing.
- Mandarin orange coleslaw.

ACCOMPANIMENTS \$3.99 /PERSON

- Oven roast herb potatoes.
- Garlic mashed potato.
- **V** Penne with pesto cream sauce.
- Yorkshire pudding.
- Twice baked potato.
- Ravioli – meat or cheese with marinara or cream sauce.
- Seasoned rice.
- Green beans almonndine.
- Honey glazed carrots.
- Brussel sprouts with garlic butter.
- Seasonal roast vegetables.
- Bacon wrapped asparagus (seasonal).

PROTEIN \$11.99 /PERSON

- Sliced roast beef with garlic au jus.
- Herb crusted Pork Loin.
- Lemon, thyme and garlic roast boneless chicken.
- Grilled BBQ boneless chicken.
- Baked salmon with herb and garlic cream sauce.
- Basa fillet roll-ups stuffed with creamy spinach.
- Crusted and baked basa fillet.
- **V** Gnocchi with pesto and white beans.
- **V** Grilled tofu steak with chimichurri.
- **V** Meatless swedish meatballs.
- **V** Mushroom stroganoff.



RECEPTION

PLATTERS

V GOURMET CHEESE BOARD

Variety of Canadian and imported cheese served with assorted crackers and pickles.

Small (serves 12) \$109.99

Medium (serves 30) \$199.99

Large (serves 50) \$219.99

GF VG FRESH FRUIT

An assortment of seasonal fresh fruit.

Small (serves 12) \$66.99

Medium (serves 30) \$133.99

Large (serves 50) \$219.99

CHARCUTERIE BOARD

An assortment of cured meats, mixed olives, pickled vegetables, served with sliced baguette and crackers.

Small (serves 12) \$109.99

Medium (serves 30) \$199.99

Large (serves 50) \$249.99

V SEASONAL VEGETABLES

Fresh and crisp vegetables served with our ranch dressing.

Small (serves 12) \$56.99

Medium (serves 30) \$133.99

Large (serves 50) \$219.99

V CAPRESE PLATTER

Sliced fresh tomatoes, bocconcini, and fresh basil drizzled with a balsamic reduction.

Small (serves 12) \$56.99

Medium (serves 30) \$133.99

Large (serves 50) \$219.99

VG MEZZE PLATTER

Mediterranean roasted zucchini, eggplant, peppers, red onions and mushrooms with a balsamic drizzle. Assortment of fresh vegetables, pita, roasted chickpeas, and marinated olives served with hummus and roasted red pepper white bean dip.

Small (serves 12) \$66.99

Medium (serves 30) \$133.99

Large (serves 50) \$219.99

V DIPS & SPREADS

Served with a selection of fresh vegetable crudite, crackers, pita, tortilla chips and baguette.

SELECT THREE:

VG Hummus.

VG Roasted Red Pepper and White Bean.

V Spinach with Artichoke.

VG Pico de Gallo.

V Tzatziki.

VG Olive Tapenade.

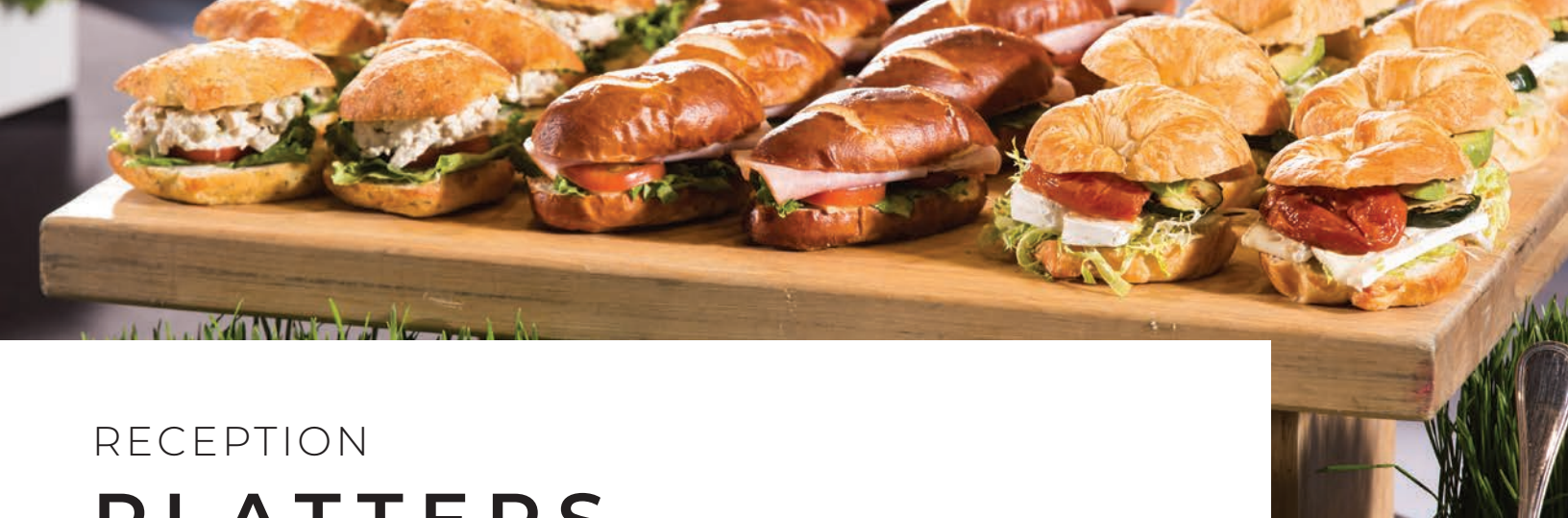
VG Baba Ghanoush.

Small (serves 12) \$56.99

Medium (serves 30) \$133.99

Large (serves 50) \$219.99

Gluten Friendly and Dairy Free options available upon request.



RECEPTION

PLATTERS

NACHO BAR

Warm queso sauce, jalapenos, green onions, pickled onions, salsa, spiced taco beef, sour cream, and guacamole served with crispy corn tortilla chips.

Small (serves 12) \$66.99

Medium (serves 30) \$133.99

Large (serves 50) \$219.99

SANDWICH PLATTER

SELECT THREE:

Freshly prepared sandwiches and wraps.

Italian salami, red onion, lettuce, cheese and pesto aioli.

Classic black forest ham, cheese, pickles, mustard aioli.

Hard boiled egg salad with celery, green onions, and mayo.

Roast chicken chopped and mixed with red onion, apple, and curry aioli.

House cooked roast beef, cheese, lettuce, and horseradish aioli.

Smoked salmon, dill, caper lemon cream cheese cucumber.

VG Guacamole, tomato, red onion, cucumber and lettuce served on vegan sourdough bread.

Small (serves 12) \$72.99

Medium (serves 30) \$149.99

Large (serves 50) \$249.99

VG PICKLE TRAY \$3.30 /PER PERSON

Assortment includes dill pickles, olives, jalapenos, gherkins, beets, mixed vegetables, and more.

Gluten Friendly and Dairy Free options available upon request.

RECEPTION

HORS D'OEUVRES

Minimum order of 2 dozen.

GF DF CRISPY CHICKEN WINGS \$29.99 /DOZEN

Your choice of Salt & Pepper, BBQ, Buffalo, Honey Garlic, Sweet Chili, Lemon Pepper.

BEEF MEATBALLS \$22.99 /DOZEN

Your choice of Sweet & Sour, Swedish and BBQ sauce.

VG MEATLESS MEATBALLS \$19.99 /DOZEN

Your choice of Sweet & Sour, Swedish and BBQ sauce.

GF JALAPEÑO, CREAM CHEESE AND BACON POPPERS \$19.99 /DOZEN

POTATO SKINS \$24.99 /DOZEN

Filled with bacon, green onions and topped with cheese.

MINI QUESADILLAS \$30.86 /DOZEN

Your choice of: vegetarian, ground beef, shredded chicken with cheese.

HANDHELD SLIDER SANDWICH

\$54.99 /DOZEN

Your choice of beef, chicken, or chickpea patty served with aioli and greens.

GF DF CHICKEN AND VEGETABLE SKEWER \$39.99 /DOZEN

Handheld marinated kebob.

ROAST BEEF AND YORKSHIRE BITES WITH HORSERADISH AIOLI \$44.99 /DOZEN

VG VEGETABLE SPRING ROLLS \$28.32 /DOZEN

V SPANAKOPITA WITH TZATZIKI \$26.01 /DOZEN

VG HOUSEMADE VEGETABLE SAMOSA WITH SWEET CHILI SAUCE \$39.99 /DOZEN

VG TOMATO AND OLIVE TAPENADE ON TOASTED BAGUETTE \$14.99 /DOZEN

SCALLOPS WRAPPED IN BACON \$33.06 /DOZEN

VG MELON, FETA AND MINT SKEWERS \$9.99 /DOZEN

FRIED BEEF AND VEGETABLE RAVIOLI SERVED WITH MARINARA SAUCE \$14.99 /DOZEN

CHICKEN BAO BUNS \$44.09 /DOZEN

Stuffed with shredded chicken and crunchy coleslaw.

VG FLAKY TEMPURA CAULIFLOWER \$19.99 /DOZEN

V TOMATO, BOCCONCINI AND BASIL CAPRESE SKEWERS \$19.99 /DOZEN

CHEF'S SPECIALTY CANAPES CUSTOM PRICED UPON REQUEST.

Selections can be customized to accommodate dietary concerns such as gluten friendly and dairy free options for an additional cost.

BAR

BEVERAGES

We partner with Prince George breweries and BC Wineries to offer local favorites. Two types of bar service are available:

FULL-SERVICE BAR A wide selection of beer, wine, coolers, classic cocktails, and assorted soft drinks served by skilled bartenders. The Full-Service Bar ensures guests have a variety of drink options to suit every taste.

BEER & WINE BAR

A curated selection of local and international wines alongside craft and premium beers. Perfect for a banquet or reception setting when a full-service bar is not desired. Guests enjoy expertly poured drinks that complement the evening's cuisine and celebration.

BEER & COOLERS

Local Craft Beer (Tall Cans)	Host Bar \$10.57	Cash Bar \$13.62
Domestic Beer	Host Bar \$8.84	Cash Bar \$10.91
Premium Beer	Host Bar \$9.58	Cash Bar \$12.33
Ciders and Coolers	Host Bar \$8.84	Cash Bar \$10.91

COCKTAILS

Highballs: vodka, rye, rum, gin, scotch. Host Bar \$8.84 Cash Bar \$10.91

HOUSE RED OR WHITE WINES

Host Bar \$7.37 glass | \$33.70 bottle Cash Bar \$9.48 glass | \$44.37 bottle

ROSE WINE BY THE BOTTLE

Host Bar \$38.11 bottle Cash Bar \$42.68 bottle

SPARKLING WINE BY THE BOTTLE

Host Bar \$42.12 bottle Cash Bar \$47.17 bottle

Non-Alcoholic

Cranberry Twilight Sparkle

\$55.11 (serves 40-50)

Cranberry juice, soda water, orange juice, ginger, splash of lime juice, and a hint of fresh basil. Non-alcoholic punch.

Northern Strawberry Fields

\$55.11 (serves 40-50)

Homemade strawberry syrup, soda water, ginger, splash of lime juice, and a hint of fresh mint. Non-alcoholic punch.

Assorted Soft Drinks

Host Bar \$2.64

Cash Bar \$2.96

Assorted Bubbly Sparkling Water

Host Bar \$2.82

Cash Bar \$3.16

Host Bar: 10% PST (alcohol) or 7% PST (soft drinks), 5% GST, and 15% gratuity will be added to the customer invoice.

Cash Bar: 10% PST (alcohol) or 7% PST (soft drinks), and 5% GST is included in the price charged at the bar. Gratuity is at the discretion of the customer

CATERING AND BAR SERVICE

TERMS AND CONDITIONS

Catering and Bar Services includes the provision of food and/or drinks for a gathering or event. The UNBC exclusive food service provider operates at all UNBC locations in Prince George excluding NUGSS spaces and the University Hospital of Northern BC (UHNBC). Outside food and beverages are not permitted without written consent from the food service provider. A penalty may be levied if this condition is broken. Regular business hours are Monday to Friday, 7:00a.m. – 5:00p.m. PST and excludes weekends, statutory and University holidays. The Client will adhere to the following:

a) For events with less than 50 guests, a minimum of 5 business days' notice is required for Catering Service orders. The anticipated number of guests should be updated regularly in advance of the event. The final number of guests must be confirmed by 12:00pm (noon), 5 business days prior to the start date and will be considered the guaranteed minimum.

b) For events with more than 50 guests, a minimum of 15 business days' notice is required for Catering Service orders. The anticipated number of guests should be updated regularly in advance of the event. The final number of guests must be confirmed by 12:00pm (noon), 5 business days prior to the start date and will be considered the guaranteed minimum.

c) A minimum of 10 business days' notice is required for Bar Service orders.

d) A late order fee of 20% of the anticipated charges will apply for requests received with insufficient notice.

e) Changes requested in less than 5 business days prior to the start date may be subject to availability and/or additional charges.

f) Cancellations received in less than 5 business days prior to the start date may be subject to full payment. Emergency cancellations do occur, and the UNBC food service provider will do their best to avoid cancellation charges unless the order includes specialty items or prepared items that cannot be otherwise utilized.

g) Charges will apply based on the confirmed number of guests or the actual number served, whichever is greater.

h) Due to health and safety requirements and quality standards, no food or beverages may be removed from the service location by any party other than the UNBC food service provider. There is a two-hour maximum time limit for the service of all perishable items. Cleanup of food and beverage items is included in the menu price. There is no credit or refund for leftover food and beverage items.

i) Vegetarian, vegan, gluten-free, dairy-free, or other dietary intolerances and preferences are not included in catering orders unless requested. Dietary intolerances/preferences must be requested a minimum of five business days prior to the start date. There is no guarantee that meals will be 100% free from traces of allergens. Buffets and/or individual orders will be labelled to identify dietary requests.

j) Menu prices are based on services provided during regular business hours. A minimum catering order of \$30.00 is required during regular business hours. Arrangements can be made for catering on Saturday, Sunday, and evenings, subject to a minimum catering order of \$250.00, excluding tax and gratuity. Catering and Bar Services may not be available on statutory holidays and UNBC closures.

k) Buffet menu selections can include pricing for children upon request. A 25% discount will apply to children age 6-10 years, and children 5 years and under are free.

- l) The menu prices include serving equipment, glassware, flatware, and dishware as applicable. Any unreturned linens, dishware, or catering equipment will be subject to additional charges equivalent to the full replacement cost.
- m) Table linens will be provided on food buffets and bar service tables, as well as dining tables for special events with catering orders over \$500.00, excluding tax and gratuity. Additional table linens and napkins can be requested, charges will apply.
- n) Menus may have a minimum order required, and prices are subject to change.
- o) All food and beverage (non-alcoholic and alcoholic) orders and the gratuity is subject to 5% GST.
- p) All alcoholic beverages are subject to 10% PST, and carbonated beverages are subject to 7% PST.
- q) Catering orders for external organizations are subject to 15% gratuity. UNBC Departments and Student Led Organizations are not charged gratuity except for Hosted Bar Service.
- r) Host Bar prices are subject to applicable taxes and a gratuity charge of 15%, detailed in the final invoice.
- s) Cash bar prices include applicable taxes. Gratuity is at the discretion of the customer.
- t) Alcoholic beverages must be purchased from and served by the UNBC food services provider in designated licensed areas only. All alcoholic beverages will be served under the conditions set forth by the Province of British Columbia's Liquor Control and Licensing Act. Service must be completed by 1:00a.m., with the last call at 12:30a.m. Other alcohol that has been purchased, donated, or homemade, is NOT permitted on campus. Personal flasks of alcohol are not permitted.
- u) A bartender will be provided free of charge when alcohol sales, excluding tax and gratuity, are over \$500.00 for Full-Service Bar or over \$375.00 for Beer & Wine Bar. Otherwise, a charge of \$25/hour per bar staff will be charged. There is a minimum 4-hour charge, and extra charges will apply on statutory holidays.
- v) A customized bar menu and pairings are available upon request.
- w) The Client may bring, or have delivered, Celebration Cakes or Cupcakes (e.g.: wedding cake) subject to placing a minimum catering order of \$250.00, excluding tax and gratuity. UNBC is not able to provide storage or refrigeration for celebration cakes/cupcakes. Forks, plates, and napkins will be provided. The Client is responsible for cutting and serving the celebration cakes/cupcakes to guests and supplying the knife and serving utensils.