



Sharonville CONVENTION CENTER



Greater Cincinnati's only
LEED Certified Event Facility

CATERING
MENU



SPECTRA
BY COMCAST SPECTACOR



Reception Display Selections

Antipasto Display..... 375.00

Black, Green, and Greek Olives, Peppers, Assorted Salami, Marinated Mushrooms, Artichokes, Tomatoes and Italian Sliced Cheeses.
Served with Array of whole and sliced Baguettes.
(Serves approximately 100)

International Cheese Display 375.00

Imported and Domestic Cheeses
Garnished with Seasonal Fruit
Assortment of Gourmet Crackers
(Serves approximately 100)

Sliced Fresh Fruit Display..... 295.00

An Elaborate Display of Freshly sliced Seasonal Fruit.
Accompanied by a Honey Yogurt Dip
(Serves approximately 100)

Market Fresh Vegetable Display..... 225.00

Fresh and Crispy Vegetables
Served with our Creamy Herb Dip
(Serves approximately 100)

Brie En Croute..... 125.00

Wheel of Plain Herb or Raspberry Brie
Wrapped in a Puff Pastry and baked to a golden brown
Served with Baguette slices and Lavosh
(Serves approximately 50)

Tahini Hummus Dip 250.00

Grilled and Marinated Vegetable Display
Served with Toasted Pita Bread
(Serves approximately 100)

**Please contact your Sales Professional as we are willing to customize menus based on your needs and budget.*



Reception Sweets

Fruit Fondue Display 325.00
An Elaborate Display of Cubed seasonal Fresh Fruit.
Accompanied by Homemade Pound cake
Served with Chocolate Fondue and Whipped Cream
(Serves approximately 100)

Gourmet Petite Dessert Display 325.00
A Sophisticated display of Rich Desserts.
(Serves approximately 100)

Reception Action Stations

Menu selections to be carved or served in room. One Chef Attendant recommended per 75-100 guests at \$125.00 per Chef attendant. Silver Dollar Rolls included in Station price.

Cola Glazed Bone-in Spiral Ham 225.00
Served with a Cranberry-Orange Relish (Serves approximately 50)

Rosemary-Spiced Turkey 225.00
Served with a Lemon Herb Mayonnaise (Serves approximately 50)

Ancho Chili Roasted Pork Loin 225.00
Served with a Tomatillo Salsa (Serves approximately 50)

Salmon En Croute with Dill 175.00
Served with a Served with Lemon Dill Mayo. (Serves approximately 15-20 people)

Slow Roasted Baron Of Beef 350.00
Served with a Horseradish Cream and a Herb Jus (serves approximately 75-100 ppl)

Horseradish Crusted Strip Loin of Beef 375.00
(Serves approximately 40)

Herb Crusted Tenderloin of Beef 350.00
Served with a Served with Dijon Mustard, Horseradish Cream (Serves approximately 25)

**Please contact your Sales Professional as we are willing to customize menus based on your needs and budget.*



Specialty Stations

These Specialty Stations are set up as either buffet bar or made-to-order station within the room by Chef Attendant. \$125.00 fee for each Chef Attendant. Minimum of 25 guests required for order.

Mashed Potato Bar..... 9.95

Regular and sweet Mashed potatoes
Served with an assortment of toppings

Pasta Bar 9.95

Served with Penne and Cavatappi Pasta
Featuring Fresh Vegetables, Grilled Chicken, Italian Sausage
Finished with Homemade Sauces: Pesto, Alfredo and Marinara

Shrimp and Grits Station..... 12.95

Florida Coast Shrimp sautéed in a Lemon Infused Oil
Served over Southern Style Grits

Pan Seared Crab Cakes 14.95

Jumbo Lump Crab Cakes with choice of sauce.
Sauces choices include: Lemon Caper Aioli or Roasted Red Pepper Coulis

Asian Station 10.95

Asian Vegetables
Teriyaki Chicken
Szechuan Beef and Thai Chili Bay Shrimp
Served on a bed of White Rice or Noodles

Fajita Station..... 10.95

Grilled Chicken and Beef
Sautéed Peppers and Onion
Flour Tortillas
Salsa, Sour Cream, Guacamole

**Please contact your Sales Professional as we are willing to customize menus based on your needs and budget.*



Hors D'oeuvres

Based on buffet-style service. Hors D'oeuvres Butlers available to pass hors d'oeuvres at \$25.00 per server per hour.
*minimum order 50 pieces per selection

Mix and Mingle Hors D'oeuvres

Lemongrass Chicken Skewers.....	2.75
Asian Beef Skewers.....	2.75
Homemade meat balls with your choice (Demi, BBQ, Thai Chili)	2.00
Conch Fritters	3.25
Zucchini Fritters	2.00
Reuben Lollipops	2.75
Panko and Sesame Crusted Chicken Bite	2.75
Coconut Shrimp	3.25
Boursin Stuffed Baby Red Potato	2.75
Seared Jumbo lump Crab Cake	3.75
Seared Beef on Crostini with Onion compote	2.75
Vegetable Brochette.....	2.50
Fried Ravioli with Marinara.....	2.75
Buffalo Chicken Bites.....	2.50

Cold Canapé and Hors D'oeuvres

Cheese Stuffed Cherry Tomato with Bacon.....	2.75
Tomato, Basil, Parmesan Bruschetta.....	2.50
Petit Finger Sandwiches	2.25
Sesame Seared Tuna, Wasabi Cream	3.25
Prosciutto wrapped cantaloupe.....	2.75
Chicken Salad in Phyllo	2.75
Citrus Crab Salad in a Pancetta cup.....	4.00
Smoked Salmon on toast points	2.75
Vegetarian Asian lettuce wraps.....	2.25

**Please contact your Sales Professional as we are willing to customize menus based on your needs and budget.*



Bars & Beverages

Bar / Bartender Cost: \$150.00 per Bar / bartender; 4 hour minimum and \$25.00 per hour thereafter.
We recommend there be 1 bartender for every 100 ppl. Bar beverages priced by drink unless otherwise noted.
Spectra Food Services and Hospitality has the right to refuse alcohol service and must dispense all alcohol.
It is unlawful to remove alcoholic beverages from the premises.

Cash Bar

Premium Beer	\$6.00 each
Domestic Beer	\$5.50 each
Cocktails Brands	\$6.50 each
House Wine by the glass	\$6.00 each
Bottled Water	\$2.50 each
Soda, Juice	\$2.50 each

Liquor Tiers

Standard \$6.50 each

Includes: Smirnoff Vodka, Tanqueray Gin, Cruzan Rum, Jose Cuervo Gold, J&B Scotch, Jim Beam Bourbon, Canadian Club, E&J Gallo

Premium..... \$7.50 each

Ketel One Vodka, Bombay Sapphire Gin, Bacardi Superior Rum, Jose Cuervo Tradicional Tequila, Johnny Walker Red Scotch, Jim Beam Black Bourbon, Seagram VO, Courvoisier VS

Top Shelf..... \$8.50 each

Grey Goose Vodka, Tanqueray Ten Gin, Meyers Dark Rum, Hornitos Reposado Tequila, Johnny Walker Black Scotch, Makers Mark Bourbon, Crown Royal Select, Courvoisier VS

Hosted Bar Service - Priced per guest by hour

Standard Tier Full Hosted Bars

First Hour	\$12.00
Each Additional Hour	\$7.00

Premium Tier Full Hosted Bars

First Hour	\$14.00
Each Additional Hour	\$8.00

Top Shelf Tier Full Hosted Bars

First Hour	\$16.00
Each Additional Hour	\$9.00

**Please contact your Sales Professional as we are willing to customize menus based on your needs and budget.*

Spectra Services & Policies

Exclusive Caterer

Spectra Food Services and Hospitality maintains the exclusive right to provide all food and beverage and concession services at the Sharonville Convention Center.

Outside Food and Beverages

No food or beverage of any kind will be permitted to be brought into the facility by the patron or patron's guests or invitees without prior written approval of the General Manager or Food & Beverage Director. Food items may not be taken off the premises; however, at Spectra sole discretion, excess prepared food is donated under regulated conditions to agencies feeding the underprivileged.

Food & Beverage Sampling

Sharonville Convention Center exhibitors may distribute food & beverage samples in authorized space, but must not be in competition with products or services offered by Spectra Food Services and Hospitality. Samples must be representative of products manufactured or sold by the exhibiting company. Free samples are limited to 2 ounces of non-alcoholic beverages and 1 ounce of food. Exact descriptions of sample and portion size must be submitted to the Food and Beverage Office for written approval 14 days prior to the opening of the event. No alcoholic samples may be distributed. Any exhibitor giving away and/or selling food in their booth must have a permit and all appropriate fees on file with the Cincinnati Department of Health.

Beverage Service

Spectra offers a complete selection of beverages to complement your function. The Ohio Alcohol and Beverage Commission regulate alcohol and beverage service. As the licensee, we are responsible for the administration of these regulations. Alcoholic beverages may not be brought onto the premises from outside sources. In compliance with ABC regulations, we reserve the right to ask patrons for proper identification for alcoholic beverage service, and we reserve the right to refuse alcohol service to intoxicated or underage persons. Alcoholic beverages may not be removed from the premises.

Labor

Catering personnel are scheduled for four-hour shifts for each meal period. Events requiring additional time for service over the four-hour period will incur an overtime charge of \$25.00 per server per hour.

An additional labor fee will be charged for groups of less than 25 guests.

At the customer's request Room or Set up Changes made the day of the event will incur a labor charge of \$75 per 50 guests in room, \$150.00 per 50 guests to move rooms.

An additional labor fee will be charged for food and beverage preparation and service for events on the following holidays: New Year's Eve, New Year's Day, Memorial Day, Fourth of July, Labor Day, Thanksgiving Day, Christmas Eve and Christmas Day.

**Please contact your Sales Professional as we are willing to customize menus based on your needs and budget.*



Dietary Needs

Spectra is happy to address a special dietary request for individual guests with a (3) day advance notice. Spectra will prepare 2% vegetarian dinners for plated served dinners.

China Service

China service is standard for all catering services on the 3rd floor and in the 2nd floor meeting rooms. For coffee services with china, Spectra will set out at least 10% of disposable ware so that guests may take their beverage with them. China is not allowed on the Exhibit Hall floor unless it is carpeted. High-grade disposable ware will be used on uncarpeted Exhibit Hall floors.

Linens

All plated and buffet meal prices include house white, black or ivory table linens and your choice of a variety of pre-selected linen napkin colors (7 days to allow for delivery). If a client opts to rent linens and napkins through another source, any returns and charges associated with the rental are the sole responsibility of the client, also, the customer will be responsible for receiving and returning the linens.

Payments

All food and beverage must be paid in advance of event. A non-refundable deposit of 50% of the total estimated food and beverage charge is required along with the signed catering contract and banquet event orders no less than two weeks prior to the event; with the anticipated balance due no later than three days prior to the event. A credit application and a credit card authorization must be completed for any incidental charges which occur during event.

Any payments made within 2 weeks prior to the event must be made either by cashier's check or by credit card.

Spectra Food Services and Hospitality will gladly accept credit card payments from MC, Visa & American Express.

Guarantees

A final guarantee of attendance is required three (3) business days prior to all food and beverage events. In the event Spectra does not receive a final guarantee prior to (3) business days, the expected number will become the guarantee number. Spectra will make every attempt to accommodate any increases in guarantee numbers after the (3) business days, however, the guarantee may not decrease inside of (3) business days prior to event.

In the event of a split entree, the client is responsible to notify the Sharonville Convention Center of the exact count of each item three (3) business days prior to the event.

Applicable Fees and Taxes

Please contact the Spectra Food Services and Hospitality Manager for more information on Applicable Fees and Sales Tax.

**Please contact your Sales Professional as we are willing to customize menus based on your needs and budget.*



Cancellation

Cancellation of food function must be sent in writing to your Spectra sales representative. Any cancellation received more than 30 days of the scheduled event will result in a fee equal to 25% of the estimated food and beverage charges. Any cancellation received less than 30 days in advance of the scheduled event will result in a fee of 50% of the estimated food and beverage charges. Any cancellation received after the Final Guarantee has been provided will result in a fee equal to 100% of the charges on the affected Banquet Event Order(s).

Prices

Prices will be guaranteed three (3) months prior to the event. Spectra Food Services reserves the right to substitute menu items due to market availability and will always make every effort to inform our clients of these substitutions.

Additional Fees for Changes and Additions within 4 hours of event time

Room changes and additions made within 4 hours of an event start time will incur an additional fee of 20% (\$75.00 minimum) to cover labor.

**Please contact your Sales Professional as we are willing to customize menus based on your needs and budget.*