



# FOOD & BEVERAGE SERVICE POLICIES & PROCEDURES

# **OUTSIDE FOOD AND BEVERAGES**

The hospitality team maintains the exclusive right to provide all food and beverage service. Any exceptions must be requested and obtained by prior written approval of the General Manager. It is our strict policy that no food may be taken off the premises at any time.

#### **MENU SELECTIONS**

As the exclusive caterer of Kentucky Exposition Center, the hospitality team is committed to the highest standards of quality and service. Menus are designed to deliver a culinary experience highlighting regional dishes, fan classics, and local favorites. Choose a menu from the preceding suggestions or have us custom design a menu for your particular needs. Menus for food events must be finalized (2) weeks prior to the event.

#### **BEVERAGE SERVICE**

The hospitality team offers a complete selection of beverages to complement your function. As the licensee, we are responsible for the administration of these regulations. Alcoholic beverages may not be brought onto the premises from outside sources without prior written consent of the General Manager. In compliance with state and city liquor laws, 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 guests.

# **DIETARY CONSIDERATIONS**

The hospitality team is happy to address special dietary requests for individual guests with a 96-hour advance notice.

#### **ALLERGEN NOTICE**

We take great care to accommodate dietary needs and strive to provide a safe and enjoyable experience for all guests. While we follow best practices to minimize cross-contact, we cannot guarantee that any item is completely free of allergens due to shared preparation environments and equipment. Please inform your hospitality sales representative in advance of any food allergies so we can best serve you and your guests.

### **MANAGEMENT CHARGE & TAXES**

Please note that all catered events are subject to a 24% Management Charge and 6% Sales Tax. This Management

Charge is the sole property of the food/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 gratuity. 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.

# **GUARANTEES**

A final guarantee of attendance is required (7) working days prior to all food and beverage events. In the event of a split entrée, the client is responsible to notify the hospitality team of the exact count of each item (7) working days prior to the event. Billing will be based on either your minimum guarantee (even if fewer guests attend) or the actual guest count, whichever is greater. All catered functions at Kentucky Exposition Center will require a minimum attendance of 25 guests. If your event does not meet this requirement, please consult with the Catering Manager.

#### **BILLING**

A 50% deposit may be due with the return of the signed agreement. All events require a pre-client information form with a credit card information on file and returned with the signed contract. All incidentals billed during the event are due at the conclusion of the event. If payment of the balance due is not received by the appropriate date, a delinquent charge of 1.5% per month will be added to the balance.

#### CANCELLATION

In the event of a cancellation prior to two weeks before the event, 50% of the estimated charges may be due. Cancellation of food functions must be sent by e-mail or in writing to your hospitality sales representative. 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) or signed agreement, whichever is the larger of the two.



# BREAKFAST

Priced Per dozen unless noted otherwise

# Chef's Table

Served for a minimum of 25 guests

# Chef's Breakfast Table | 28.00 per person

sliced fruit platter, muffins, croissants, breakfast breads, fruit & granola parfaits, fresh donuts

# **Pastry Platters**

Muffin Platter | 80.00

Assorted Danishes | 55.00

Fresh Baked Breakfast Bread | 60.00

Assorted Coffee Cake Platter | 75.00

# A La Carte

Bacon, Egg & Cheese Croissant | 120.00

bacon, egg, cheese, butter croissant

Sausage, Egg & Cheese Biscuit | 120.00

sausage, egg, cheese, buttermilk biscuit

Ham, Egg & Cheese English Muffin | 135.00

sausage, egg, cheese, english muffin

Egg White, Spinach, Swiss & Chicken Sausage English Muffin | 115.00

egg white, spinach, swiss cheese, chicken sausage, english muffin

Breakfast Burrito | 145.00

egg, bacon, cheese, salsa, sour cream, flour tortilla

KEC Burrito | 155.00

egg, house smoked brisket, pico, cheddar cheese

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# BREAKS

# Grazing Boards all items serve 12 unless otherwise noted

#### Farmers Market Crudité | 60.00

celery, carrots, cucumbers, olives, pickled onions, grilled asparagus, fire-roasted red pepper hummus, pita, French onion dip

# Farmstead Cheese Board | 120.00

seasonally rotating cheeses, crackers

#### Seasonal Fruit Board | 80.00

seasonal fruit, mint julep syrup, mint leaves

# Charcuterie Board | 145.00

assorted cured meats, cheeses, dried fruits, pickled vegetables, pimento cheese

#### "Chili - Cuterie" | 195.00

smokehouse chili, peppers, onions, cheddar cheese, crackers, green onions, sour cream, jalapenos, limes, tomatoes, rolls, Fritos

#### Nacho Grande Bar | 165.00

tortilla chips, smokehouse chili, shredded monterey jack cheese, shredded cheddar cheese, pico de gallo, salsa rojo, salsa verde, sour cream, jalapenos, green onions, shredded lettuce

# **Small Bite Breaks**

all items serve 12 unless otherwise noted

# Salsa Duo | 55.00

crisp tortilla chips, salsa roja, salsa verde

Assorted Individually Bagged Chips | 45.00

Bourbon Bacon Snack Mix | 95.00

Trail Mix Granola Bars | 45.00

Assorted Protein Bars | 95.00

Full Sized Candy Bars | 36.00 per dozen

# Pretzel Breadsticks | 115.00

beer cheese

# Sliced Fruit Cup | 100.00

assorted fruits, berries

### Chips & Dip | 85.00

KEC kettle chips, French onion dip, beer cheese dip and worcestershire spiked benedictine dip

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# LUNCH TO GO

# Boxed Lunch | 34.00

Drop off service. Minimum 12 guests per selection. All boxed lunches include choice of a sandwich or salad and one side, bottled water and disposable ware.

# Sandwich Boxed Lunches

Choose 1 sanwich per dozen boxed meal, all sanwiches are served on fresh-made bread from Sixteen Bricks Bakery

#### **KEC Club**

turkey, ham, bacon, romaine lettuce, tomato, onion, swiss, cheddar, dijonaise, French baquette

# **Smoked Turkey**

cranberry compote, apple slices, turkey bacon, hot honey, spinach, whipped brie, ciabatta

# Roasted Vegetable Wrap

spinach, peppers, onions, herb medley, honey - lemon whipped feta, banana peppers, sunflower seeds, red quinoa, spinach tortilla

#### Chicken Salad Sandwich

grapes, scallions, butter lettuce, tomato, herb aioli, sourdough

# Tuna Salad Sandwich

celery, chopped egg, cranberry, apple slices, butter lettuce, walnut vinaigrette, sourdough

# Salad Boxed Lunches

Choose 1 salad per dozen boxed meal

#### Garden Salad

spring mix, cheddar, tomato, onion, cucumber, carrots, croutons, buttermilk ranch

#### Caesar Salad

romaine, tomatoes, parmesan, garlic pepper breadcrumb, sesame seeds, caesar dressing

### Greek Salad

iceberg, tomatoes, onions, banana peppers, feta, kalamata olives, balsamic vinaigrette

# Asian Chicken Salad

iceberg, shredded cabbage, sesame spiked edamame, shredded carrot, diced cucumber, pickled red onion, sweet soy glazed shrimp, ginger soy dressing

# Sides

Choose 1 side per dozen boxed meal

Heinz 57 Potato Salad Italian Pasta Salad Assorted Chips Cut Fruit Medley

# **Desserts**

choose 1 dessert per dozen boxed meal.

Double Fudge Brownies Fresh Baked Cookie

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# TRAFFIC BUILDERS

# Stations | Carts

### Trail Mix Bar | 1800.00 per day

Allow guests to build their own trail mix

- · Includes individual bags.
- Serves approximately 100 people
- Table required and not provided. Contact show management to rent a table.

# Red Hot Roasters Espresso Cart | 2850.00 per 4 hours

A Red Hot Roasters barista will mix up fresh creations to order for your guests

- Lattes, Iced Lattes, Iced Coffee, & Americanos.
- Flavored syrups
- Milk & Milk Alternatives
- Additional power required to be provided by the client.
- Attendant included.

# Red Hot Roasters Coffee Cart | 2100.00 per 4 hours

A Red Hot Roasters barista will mix up fresh creations to order for your guests!

- Hot & Iced Coffee.
- Flavored syrups
- Creame
- Additional power required to be provided by the client.
- Attendant included.

# Ehrler's Ice Cream Cart | 750.00 per hour

A local Louisville favorite! 2 hour minimum

- Hand Scooped Ehrler's Ice Cream.
- Assorted Flavors.
- Ehrler's Cup or Waffle Cone.
- 100 servings.
- Additional power required to be provided by the client.
- · Attendant included.

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# BAR SELECTIONS

# Hosted Deluxe Bar

All alcohol must be purchased through the hospitality team and served by a hospitality certified bartender.

1500.00 minimum for all hosted bar services.

Cocktails | 12.00 each

Wine | 11.00 each

Premium Beer | 10.00 each

Domestic Beer | 9.00 each

Water | 4.00 each

Soft Drinks | 4.00 each

Juices | 4.00 each

Bartender Fee | 150.00 per bartenders, per 2 hrs

# Hosted Premium Bar

All alcohol must be purchased through the hospitality team and served by a hospitality certified bartender.

1500.00 minimum for all hosted bar services.

Cocktails | 14.00 each

Wine | 11.00 each

Premium Beer | 10.00 each

Domestic Beer | 9.00 each

Water | 4.00 each

Soft Drinks | 4.00 each

Juices | 4.00 each

Bartender Fee | 150.00 per bartenders, per 2 hrs





# BEVERAGES

# Non-Alcoholic

Freshly Brewed Coffee | 55.00 per gallon per selection

regular or decaffeinated - 3 gallon minimum assorted creamer, sugar, artificial sweetener

Hot Tea | 48.00 per gallon per selection

3 gallon minimum, honey, sugar, artificial sweetener, lemon slices

Lemonade | 36.00 per gallon

3 gallon minimum

Iced Tea | 36.00 per gallon

3 gallon minimum, sliced lemons, sugar, artificial sweetener

Infused Water | 65.00 per 3 gallons

Assorted Canned Soft Drinks | 96.00 per case of 24s

Pepsi Products

Water | 96.00 per case of 24

still or sparkling

Bottled Tea | 110.00 per case of 24

sweet or unsweet

Assorted Juices | 54.00 per dozen

10oz

Bagged Ice | 10.00 each

22lb bag

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BOOTH CATERING FORM	CREDIT CARD NUMBER:	
DUUTH CATERING FORM	NAME ON CREDIT CARD:	
DAY OF EVENT:	EXPIRATION DATE:	SEE CODE/CVC:
BOOTH NUMBER:	ZIP CODE:	

BREAKFAST			
CHEF'S TABLE MINIMUM OF 25 GUESTS			
Chef's Breakfast Table	\$28 PER PERSON		
PASTRY PLATTEI	RS SERVES 12		
Muffin Platter	\$80.00		
Assorted Danishes	\$55.00		
Assorted Breakfast Breads	\$60.00		
Assorted Coffee Cake Platter	\$75.00		
A LA CARTE s	ERVES 12		
Bacon, Egg & Cheese Croissant	\$120.00		
Sausage, Egg & Cheese Biscuit	\$120.00		
Ham, Egg & Cheese English Muffin	\$135.00		
Egg White, Spinach, Swiss & Chicken Sausage English Muffin	\$115.00		
Breakfast Burrito	\$145.00		
KEC Burrito	\$155.00		

BREAKS		
GRAZING BOARDS SERVES 12		
Farmers Market Crudité	\$60.00	
Farmstead Cheese Board	\$120.00	
Seasonal Fruit Board	\$80.00	
Charcuterie Board	\$145.00	
Chili Cuterie	\$195.00	
Nacho Grande Bar	\$165.00	
SMALL BITE BREA	AKS SERVES 12	
Salsa Duo	\$55.00	
Assorted Individually Bagged Chips	\$45.00	
Bourbon Bacon Snack Mix	\$95.00	
Trail Mix Granola Bars	\$45.00	
Assorted Protein Bars	\$95.00	
Full Sized Candy Bars	\$36.00	
Pretzel Breadsticks	\$115.00	
Sliced Fruit Cup	\$85.00	
Full Sized Candy Bars Pretzel Breadsticks	\$36.00 \$115.00	

PRE-SOLD BOX LUNCHES \$27		
Sliced Roast Beef		
Roasted Turkey Breast		
Chophouse Tuna Salad		

BUXED LUNCH 10 GU \$34  MINIMUM 12 GUESTS, CHOOSE SANDWICH OR SALAD, INCLUDES A BAG OF CHIPS AND A COOKIE OR BROWNIE		
SANDWICH BOX LUNCH OPTIONS		
KEC Club		
Smoked Turkey		
Roasted Vegetable Wrap		
Chicken Salad Sandwich		
Tuna Salad Sandwich		
SALAD BOX LUNCH OPTIONS		
Garden Salad		
Caesar Salad		
Greek Salad		
Asian Chicken Salad		

TRAFFIC BUILDERS			
STATION	NS   C	ARTS	
Popcorn Machine Rental	\$660	PER DAY	
Trail Mix Bar	\$180	\$1800 PER DAY	
Local Popcorn Bar	\$750 PER DAY		
Ehrler's Ice Cream Cart	\$750 PER HOUR		
Red Hot Roasters Espresso Cart	\$2850 PER 4 HOURS		
Red Hot Roasters Coffee Cart	\$2100 PER 4 HOURS		
DESSERTS PRICED PER DOZEN			
Assorted Cookies		\$45.00	
Assorted Chocolate Brownies		\$60.00	
Assorted Cupcakes		\$70.00	
Minature Pie Medley		\$115.00	
Assorted Cheesecake Bites		\$85.00	

BAR SELECTIONS		
BAR		
Deluxe Cocktails	\$12 EACH	
Premium Cocktails	\$14 EACH	
Wine	\$11 EACH	
Premium Beer	\$10 EACH	
Domestic Beer	\$9 EACH	
Water	\$4 EACH	
Soft Drinks	\$4 EACH	
Juices	\$4 EACH	
Bartender Fee	\$150 PER BARTENDER, PER 2 HRS	

BOURBON TASTINGS			
Three Kentucky Bourbons	\$30 PER PERSON		
Bartender Fee	\$150 PER BARTENDER, PER 2 HRS		

BEVERAGES		
NON-ALCOHOLIC		
Freshly Brewed Coffee (3 GALLON MINIMUM)  Regular ODecaffeinated	\$55 PER GALLON PER SELECTION	
K Cups ⊙Regular ⊙Decaffeinated	\$48 PER BOX (12)	
Tea K Cups	\$48 PER BOX (12)	
Hot Tea (3 GALLON MINIMUM) honey, sugar, artificial sweetender, lemon slices	\$48 PER GALLON PER SELECTION	
Lemonade (3 GALLON MINIMUM)	\$36 PER GALLON	
Iced Tea (3 GALLON MINIMUM) sugar, artificial sweetender, lemon slices	\$36 PER GALLON	
Infused Water (3 GALLON MINIMUM)	\$65 PER 3 GALLONS	
Bottled Water	\$96 PER CASE (24)	
Assorted Soda	\$96 PER CASE (24)	
Pepsi	\$96 PER CASE (24)	
Diet Pepsi	\$96 PER CASE (24)	
Starry	\$96 PER CASE (24)	
Dr. Pepper	\$96 PER CASE (24)	
Bottled Tea	\$110 PER CASE (24)	
Assorted Juices	\$54 PER DOZEN	
Bagged Ice (22lb Bag)	\$10 EACH	

EQUIPMENT RENTAL		
Water Cooler Rental REQUIRES ELECTRICITY	\$35 PER DAY	
Keurig Coffee Machine Rental	\$25 PER DAY	
Mini Refrigerator REQUIRES ELECTRICITY	\$45 PER DAY	
Gallon Water Jug for Cooler	\$45 PER JUG	
Ice Bin	\$45 PER DAY	

ALL CATERED EVENTS ARE SUBJECT TO A 24% MANAGEMENT CHARGE. THIS MANAGEMENT CHARGE IS THE SOLE PROPERTY OF THE FOOD/BEVERAGE SERVICE COMPANY OR THE VENUE OWNER, AS APPLICABLE, IS USED TO COVER SUCH PARTY'S COSTS AND EXPENSES IN IN CONNECTION WITH THE CATERED EVENT (OTHER THAN EMPLOYEE TIPS, GRATUITIES, WAGES), AND ISN'T CHARGED IN LIEU OF A TIP. FOOD AND BEVERAGES ARE SUBJECT TO ALL CURRENT AND APPLICABLE LOCAL AND STATE SALES TAX. UNLESS NOTED OTHERWISE, GUESTS ARE ALLOWED TO ORDER DURING THE EVENT ON THE CARD.

SIGN HERE

THANK YOU & ENJOY YOUR EVENT

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