CATERING REQUEST FORM

**\*For use by customers at non-café locations ONLY**

## *“See our corporate catering/special events guide for additional selections”*

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| ***COMPANY NAME***:  |
| CUSTOMER NAME:       |
| PHONE #:       |
| ***DEPARTMENT:***  |
| ***ACCOUNT CODES:***  |
| ***DELIVERY DATE:***  |
| ***DELIVERY TIME:***  |
| LOCATION:       |
| ***ADDITONAL/INFORMATION:***  |

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| ***CONTINENTAL BREAKFAST:*** | ***ADDITIONAL/BREAKFAST:*** | ***ADDITIONAL/BREAKFAST:*** |
| ***To order please click item-*** | ***To order please click item-*** | ***To order please click item-*** |
| ***[ ] Coffee, tea & decaf*** | [ ] ***Assorted cheese & foccacia*** | [ ] ***Power bars/cereal bars*** |
| [ ] ***Bagels, danish, etc*** | [ ] ***Bagels ONLY*** | [ ] ***Low-fat yogurt*** | [ ] ***Hot & cold cereal selection/milk*** |
| [ ] ***Fresh seasonal fruit*** | [ ] ***Smoothies*** | [ ] ***Breakfast wraps*** |
| [ ] ***Bottled juices*** | [ ] ***Toasted granola*** | [ ] ***Hot breakfast options:*** ***see catering guide*** |
| ***Guests:***  | [ ] **Granola bars** |  |
| ***Additional requests:***  | ***Guests:***  | ***Guests:*** |
|  | ***Additional requests:*** | ***Additional requests:*** |

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| ***HOT ENTRÉE SELECTION:*** | ***GRILLED PLATTERS:*** |
| ***To order please click item-*** | ***To order please click item-*** |
| ***[ ] Tossed greens/seasonal vegetables with choice of dressings*** | ***[ ] Greens with grilled*** | ***[ ] Chicken*** | ***[ ] Beef*** | ***[ ] Shrimp*** |
| ***[ ] Chicken entree*** | ***[ ] Seafood entree*** | ***[ ] Beef*** ***entree*** | ***[ ] Assorted domestic cheese selection*** |
| ***[ ] Pasta entree-classic sauce*** | ***[ ] Grilled seasonal vegetables/vinaigrette*** |
| ***[ ] Starch/selection/rice-potato*** | ***[ ] Assorted petite pan breads & butter*** |
| ***[ ] Fresh seasonal vegetable selection*** | ***[ ] Assorted*** ***cookies,******bars & tarts*** | ***[ ] Italian*** ***pastries*** | ***[ ] Cakes/*** ***Cupcakes*** |
| ***[ ] Assorted breadsticks, butter, romano cheese*** | ***[ ] Assorted beverage & water*** |
| ***[ ] Assorted cookies,*** ***bars & tarts*** | ***[ ] Italian pastries*** | ***[ ] Cakes/ Cupcakes*** | ***Guests:***  |
| ***[ ] Assorted beverage & water*** | ***Additional requests:***  |
| ***Guests:***  |  |
| ***Additional requests:***  |  |

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| ***WORKING LUNCHES*** | ***SOUPS & SALADS:*** |
| ***To order please click item-*** | ***To order please click item-*** |
| ***[ ] Greens/seasonal vegetables with choice of dressing OR*** | ***[ ] Hearty soup*** |
| ***[ ] Seasonal specialty salad or special request*** | ***[ ] Vegetarian soup*** |
| ***[ ] Assorted traditional/specialty sandwiches & wraps/chips*** | ***[ ] Vegan soup*** |
| ***[ ] Assorted cookies,******bars & tarts*** | ***[ ] Italian*** ***pastries*** | ***[ ] Cakes/ Cupcakes*** | ***[ ] Gluten free soup*** |
| ***[ ] Assorted beverage & water*** | ***[ ] Traditional salad*** |
| ***Guests:***  | ***[ ] Seasonal salad*** |
| ***Additional requests:***  | ***[ ] Organic salad*** |
|  | ***Guests:***  |
|  | ***Additional requests:***  |

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| ***GALLERY CAFE BAG LUNCH*** | ***ADDITIONAL REQUESTS/MENU NOTES:*** |
| ***[ ] "GC" handle bags with traditional or specialty sandwich, chips, salad, cookie, whole fruit & bottle beverages*** |  |
| ***Guests:***  |  |
| ***Additional requests:***  |  |

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| ***For these locations please complete and attach/email*** ***OR print and fax orders to the information below*** ***for YOUR service location:*** |
| **800 Scudders Mill Road, Plainsboro, NJ 08536**Phone: 609 423 2165 Fax: 609 454 5483Chef/Manager Catering: Peter Trump\*E-mail: peter.trump@gallerycafe.bizChef/Manager Café: Viola Williams\*E-mail: viola.williams@gallerycafe.biz |
| **1100 Campus Road, Princeton, NJ 08540**Phone: 609 520 8900 Fax: 609 520 0550Chef/Manager Catering: Peter Trump\*E-mail: peter.trump@gallerycafe.bizChef/Manager Café: Henry Barrios\*E-Mail: henry.barrios@gallerycafe.biz |
| **104 Morgan Lane, Plainsboro, NJ 08536 - Satellite Service**Phone: 609 520 8900 Fax: 609 520 0550Chef/Manager: (on site): German Gramajo(catering): Peter Trump\*E-mail: peter.trump@gallerycafe.biz |
| **Carnegie Center & Surrounding Community - catering****Princeton South Corporate Center/Ewing Community - catering****American Metro Center/Hamilton Community - catering**Phone: 609 734 0074 Fax: 609 734 0704Chef/Manager: Mike DavisE-mail: mike.davis@gallerycafe.biz |

***\*\*HOME OFFICE & SPECIAL REQUESTS: PLEASE PHONE 609 734 0074 OR FAX 609 734 0704***

***TO DISCUSS MENU DESIGN & ADDITIONAL NEEDS FOR YOUR EVENT! THANK YOU.***