

Salem Conference Center Banquet & Catering Policies

Function Room Assignments

Room assignments are made according to the guaranteed minimum number of people anticipated. Because these attendance figures may vary, we reserve the right to change room reservations to best accommodate either increasing or decreasing attendance.

Entrée Selection

In the event your group requires a split menu, entrée selections are limited to a maximum of 2 selections plus a vegetarian option. The higher priced entrée charge will apply to all selections. If additional entrée selections are required over and above the guaranteed amount, the client will be responsible for the additional charges incurred.

Guarantees

A guaranteed attendance is required for all meal function 3 business days prior to the function (5 business days for split entrées).

Menu Pricing

Pricing is subject to change to meet increased food cost.
All menu items are subject to an 18% service charge.

Security

The Salem Conference Center does not assume responsibility for damage or loss of any merchandise or articles left on the premises prior to, during or following any event. Additional security can be arranged with your catering representative.

Decorations

The Salem Conference Center does not permit affixing anything to the walls, floors or ceilings with nails or staples. Please advise your catering representative of any signage needing to be hung and we will assist you as needed.

RECEPTION TRAYS

Reception trays serve approximately 75 guests

Fresh Seasonal Fruit Tray

Fresh Sliced Melons, Seasonal Berries, Pineapple & Grapes

@ \$250.00 +/-per tray

Fresh Vegetable Tray

Combination of Fresh, Marinated & Pickled Vegetables

Served with Ranch Dipping Sauce

@ \$225.00 +/-per tray

Deli Meat Selection

Smoked Turkey Breast, Black Forest Ham, Roast Beef & Prosciutto

Imported Olives, Gherkins with Artisan Breads & Assorted Spreads

@ \$275.00 +/-per tray

Balsamic Grilled Vegetables

Sweet Red & Yellow Peppers, Eggplant, Artichoke Hearts, Zucchini, Mushrooms

& Other Seasonal Offerings Served with Roasted Garlic Aioli

@ \$250.00 +/-per tray

Import & Domestic Cheese Arrangement

Swiss, Provolone, Cheddar, Monterey Jack, Pepper Jack, Brie & Boursin,

Garnished with Fresh Seasonal Fruit Served with Specialty Crackers

@ \$275.00 +/-per tray

Antipasto Display

Marinated Olives, Artichokes, Prosciutto, Salami, Grilled Vegetables

& Assorted Italian Cheeses Served with Specialty Crackers

@ \$325.00 +/-per tray

Smoked or Poached Salmon Display

Served with Red Onion, Hard Cooked Eggs

Capers & Herbed Cream Cheese, Served with Specialty Crackers

@ \$325.00 +/-per tray

Assorted Seafood Arrangement

Chilled Prawns, Bay Shrimp, Mussels & Other Treasures of the Sea

Crab Claws Garnish, Served with Cocktail Sauce & Lemon

@ \$395.00 +/-per tray

All food & beverage prices are subject to 18% Service Charge All prices & menu items are subject to change - 7/09

CARVING STATIONS

All Carving Stations Include Warm Assorted Rolls & Appropriate Condiments
Per Person Prices Are Based on (1) Hour of Service

Prime Rib of Beef with Au Jus
Served with Creamy Horseradish Sauce
@ \$5.50 +/-per guest

Herb Roasted Tenderloin of Beef
Served with Truffle Compound Butter
@ \$6.00 +/-per guest

Roast Round of Beef with Thyme Au Jus
Served with Creamy Horseradish Sauce
@ \$5.00 +/-per guest

Roast Turkey Breast
Cranberry Currant Orange Compote
@ \$5.00 +/-per guest

Honey Dijon Glazed Ham
@ \$5.00 +/-per guest

Buffet Salads

House Salad with Fresh Romaine & Filed Greens Tomato, Cucumber & Carrot,
Served with Ranch Dressing

Caesar Salad with Crisp Romaine Lettuce with Grated Parmesan Cheese,
Kalamata Olives, Croutons & House Caesar Dressing

Mixed Baby Greens with Honey Dijon Vinaigrette

Farfalle Pasta Salad with Lemon, Olive Oil, Fresh Herbs Mozzarella
& Grilled Seasonal Vegetables

Orzo Pasta Salad with Roasted Sweet Peppers, Grilled Onions, Herbs,
Sherry Vinaigrette & Fresh Mozzarella

@ \$45.00 +/-per bowl

HOT HORS D'OEUVRES

Prices Are Based Per Dozen - Minimum of 5 Dozen Per Item

Pan Fried Pork Pot Stickers with Sweet & Sour Sauce
@ \$25.00 +/-per dozen

Spanakopita with Cucumber Raita Sauce
@ \$25.00 +/-per dozen

Dungeness Crab Stuffed Mushrooms with Red Pepper Aioli
@ \$32.00 +/-per dozen

Chimchurri Marinated Prawn Skewers
@ \$48.00 +/-per dozen

Asparagus Wrapped in Goat Cheese
In Puff Pastry, Garnished with Fine Herbs
@ \$36.00 +/-per dozen

Chicken Satay with Peanut Sauce & Scalloins
@ \$25.00 +/-per dozen

Herb Roasted Beef Tenderloin Brochette On Toasted Baguette
Round with Oregon Bleu Cheese & Carmelized Onion Confit
@ \$30.00 +/-per dozen

Chicken en croute - Chicken & Mushroom in Puff Pastry
@ \$25.00 +/-per dozen

Portobello Purses - Goat Cheese & Herbs in Puff Pastry
@ \$25.00 +/-per dozen

Assorted Petite Quiche
@ \$25.00 +/-per dozen

Chicken Flautas Served with Lime Crema
@ \$25.00 +/-per dozen

Bacon & Spinach Phyllo Tartlet
@ \$25.00 +/-per dozen

Caribbean Coconut Shrimp with Sweet & Sour Lime Marmalade
@ \$33.00 +/-per dozen

Vegetable Spring Rolls with Soy Mirin Dipping Sauce
@ \$25.00 +/-per dozen

COLD HORS D'OEUVRES

Prices Are Based Per Dozen - Minimum of 3 Dozen Per Item

Oregon Bay Shrimp Cocktail in Individual Endive Cup
@ \$28.00 +/-per dozen

Salmon Lox on Cucumber with Dijon Cream
@ \$26.00 +/-per dozen

Fresh Seasonal Fruit Skewers with Honey
@ \$32.00 +/-per dozen

Assorted Canapés
@ \$25.00 +/-per dozen

Assorted Sushi
A Variety of Seafood & Vegetarian Sushi
Served with Wasabi & Soy
@ \$32.00 +/-per dozen

Stuffed Mushrooms
With Herb Cream Cheese & Shrimp
@ \$26.00 +/-per dozen

Jumbo Prawns
Served with Cocktail Sauce & Lemon
@ \$33.00 +/-per dozen

Grilled Asparagus Wrapped in Prosciutto
(seasonal availability)
@ \$25.00 +/-per dozen

Bruschetta with Goat Cheese
& Tomato Basil Relish
@ \$25.00 +/-per dozen

Mini Crab Cakes Served with Chive Aioli
@ \$35.00 +/-per dozen

Jerk Rubbed Ahi
Served Rare with Basil Oil
@ \$35.00 +/-per dozen

WINE LIST

Pinot Noir

Silverlake @ \$35.00 +/-per bottle
Vitis Ridge @ \$36.00 +/-per bottle
Illahe @ \$40.00 +/-per bottle

Cabernet

King Fish @ \$25.00 +/-per bottle
Silverlake @ \$32.00 +/-per bottle
Vitis Ridge @ \$45.00 +/-per bottle

Merlot

King Fish @ \$25.00 +/-per bottle
Silverlake @ \$35.00 +/-per bottle
Vitis Ridge @ \$36.00 +/-per bottle

Chardonnay

King Fish @ \$25.00 +/-per bottle
Willamette Valley Vineyards @ \$35.00 +/-per bottle
Silver Falls @ \$30.00 +/-per bottle

Pinot Gris

Willamette Valley @ \$40.00 +/-per bottle
Illahe @ \$36.00 +/-per bottle

White Zinfandel

Montevia @ \$22.00 +/-per bottle

Sparkling Cider @ \$18.00 +/-per bottle
House Champagne @ \$22.00 +/-per bottle

PREMIUM BEVERAGES

Cash/No Host or Hosted Bar

Complete beverage service with portable bar & bartenders

\$90.00 per hour average minimum purchase necessary to waive bartender fee.

Charges based on actual consumption

Premium Beverage Service

Mixed Drinks @ \$5.00 - \$7.00

Bourbon, Scotch, Vodka, Rum, Gin, Tequila, Canadian, Coffee Liqueur

Bottled Beer

Import, Micro & Domestic Bottled Beer @ \$4.00

Wine By The Glass

\$5.00 - \$8.00

Kegs

Imported & Micro Brew Kegs @ \$350.00

Domestic Kegs @ \$300.00

Assorted Soft Drinks & Natural Juices @ \$2.50

Assorted Upgraded Beverages @ \$3.50

Nantucket Organic Juices

Talking Rain Twist Organic Waters

Stewarts & Reeds Sodas

San Pellegrino Sparkling Waters