



## Catering Menu ■

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All prices are subject to 20% service charge and sales tax.  
Prices are subject to change without notice.



PRICES ARE PER PERSON. 20-PERSON MINIMUM.

BREAKFAST BUFFETS INCLUDE SIGNATURE ICED TEA, WATER, AND COFFEE STATIONS.

## Buffets

### Continental | \$13.95

- Assorted mini danish
- Mini muffins
- Sliced fresh fruit
- Add egg casserole (+ \$3.00)

### Legacy | \$16.95

- Scrambled eggs
- Bacon
- Sausage
- Breakfast potatoes
- Biscuits & gravy
- Fruit

### Tex-Mex Breakfast | \$17.95

- Your choice of: migas served with flour tortillas, Spanish scrambled eggs served with flour tortillas, or Southwest burritos served with salsa verde.
- Potato casserole
- Grilled sliced chorizo
- Fresh fruit

## By the Dozen

- Bagels & cream cheese | \$22.95
- Breakfast burritos | \$34.95
- Mini cinnamon rolls | \$21.95
- Mini Danishes | \$20.95
- Donuts | \$17.95
- Ham & cheese croissants | \$34.95
- Mini muffins | \$17.95
- Muffins | \$20.95
- Scones | \$26.95
- Assorted coffee cakes | \$23.95

## Each

- Cereal bar | \$3.25
- Whole fruit | \$3.00
- Yogurt cup | \$2.50
- Sliced fruit | \$3.75
- Hard-boiled egg | \$2.00

# Breakfast .



PRICES ARE PER PERSON.

## Breaks

20-PERSON MINIMUM.

### At the Movies | \$8.00

- Popcorn
- Assorted cookies
- Candy bars
- Assorted soda and/or bottled water

### Healthy Snack | \$10.00

- Vegetable tray with BBQ ranch and ranch dip
- Trail Mix
- Hummus with pita chips
- Assorted soda and/or bottled water

### Sweet N Salty | \$10.00

- Assorted cookies
- Chips
- Trail Mix
- Assorted soda and/or bottled water
- Pretzels

### Fan Fare | \$10.00

- Jumbo pretzels with mustard
- Mini corn dogs
- Cheese sauce
- Assorted soda and/or bottled water
- Assorted cookies

### Sundae Bar | \$10.00

- Chocolate and vanilla ice cream
- Sprinkles
- Strawberry, chocolate, and caramel sauce
- Nut topping
- Cherries
- M&M'S®
- Whipped cream

## Snacks

- Candy bar | \$2.00
- Ice Cream Sandwich | \$4.00
- Chips (bag) | \$1.50
- Popcorn | \$3.00
- Chips & salsa | \$3.25
- Pretzels (bag) | \$2.50
- Cookies (dozen) | \$19.50
- Trail Mix (bag) | \$2.75
- Granola bar | \$2.50
- Rice Krispies Treats® | \$2.75
- Nestle® Toll House Chocolate Chip
- Grabeez® | \$3.50

## Breaks & Snacks ■



**PRICES ARE PER PERSON. 20-PERSON MINIMUM.**

**Traditional Box Lunch | \$13.95**

Choice of sandwich:

- Club-style
- Roast beef
- Smoked turkey
- Smoked ham
- Grilled vegetable

**Gourmet Wrap Box Lunch | \$16.95**

Choice of:

- Southwest Turkey Wrap

Smoked turkey, chipotle tortilla, Sriracha mayo, shredded lettuce, diced tomato, shredded cheddar and Jack cheeses with cilantro.

- Mediterranean Veggie Wrap

Zucchini, squash, and green and red bell pepper marinated in Greek dressing, topped with feta cheese and wrapped in a spinach tortilla.

- Basil Pesto Grilled Chicken Wrap

Grilled chicken, chopped romaine, asiago cheese with basil pesto mayo wrapped in a spinach tortilla.

Boxes above come with potato or pasta salad, potato chips, condiments, cookie, and soda or bottled water.

**Gourmet Salad Box Lunch | \$17.95**

Choice of:

- Southwestern Chicken Caesar Salad

Grilled chicken, crispy romaine lettuce, Mexican Cotija cheese, and tri-colored tortilla strips topped with BBQ Caesar dressing.

- Plano Event Center Chef Salad

Romaine and spring mix lettuce topped with smoked turkey, smoked ham, Swiss cheese, cheddar cheese, boiled eggs, grape tomatoes, sliced black olives and cherry wood bacon topped with honey Balsamic vinaigrette.

- Grilled Veggie Salad

Zucchini, squash, carrots, red bell peppers and grilled tomatoes topped with a sun-dried tomato vinaigrette.

Gourmet Salad Box Lunch comes with potato chips, condiments, cookie, and soda or bottled water.

## Box Lunches ■



**PRICES ARE PER PERSON. 20-PERSON MINIMUM.**

**ALL BUFFETS INCLUDE SIGNATURE ICED TEA, WATER, AND COFFEE STATIONS.**

**Deli Luncheon Platter | \$16.95**

- Oven-baked ham
- Smoked turkey
- Roast beef
- Cheddar cheese
- Monterey
- Jack cheese
- Swiss cheese
- Lettuce
- Tomatoes
- Pickles

Choice of three breads:

- Whole wheat
- Multigrain
- Wheat berry
- Marble rye
- Italian white bread

Potato or pasta salad, potato chips, condiments, and assorted cookies or dessert bars. For half potato and half pasta salad, add \$1.00.

Add signature soup (+ \$3.00)

**Plano Sandwich Platter | \$18.95**

- Club: turkey, ham, bacon, cheddar cheese, lettuce and tomato with herb garlic aioli served on marble rye.
- Southwestern turkey wrap: smoked turkey, chipotle tortilla, Sriracha mayo, shredded lettuce, diced tomato, shredded cheddar and Jack cheeses, and fresh cilantro.
- Roast beef sandwich: roast beef, cheddar cheese, lettuce, tomato, and horseradish aioli on multigrain bread.
- Grilled vegetable wrap: zucchini, squash, green and red bell pepper marinated in lite Italian dressing, lettuce and tomato, wrapped in a spinach tortilla.

Potato or pasta salad, potato chips, condiments, and assorted cookies or dessert bars. For half potato and half pasta salad, add \$1.00.

Add signature soup (+ \$3.00)

## Sandwich Buffets ■



PRICES ARE PER PERSON. 20-PERSON MINIMUM.

## Salad

### Tri-Salad Buffet | \$16.95

Choice of three salads:

- Classic Caesar
- California chicken
- Spinach
- Greek
- Fresh fruit
- Southwest tuna
- Garden
- Pasta

Includes assorted dinner rolls, signature iced tea, water, and coffee stations.

## Soup

### Signature Soup Options | \$5.00

- Grilled chicken tortilla
- Beef vegetable
- Minestrone
- Cream of broccoli
- Cream of carrot
- Cream of vegetable
- Cream of potato

Add to any buffet (+ \$3.00)

## Pizza

5-PIZZA MINIMUM. 16 INCHES - 8 SLICES PER PIZZA.

### Cheese | \$15.50

### Vegetable | \$17.50

- Green and red bell peppers
- Black olives
- Onion
- Mushrooms

### Supreme | \$18.50

- Pepperoni
- Mushrooms
- Italian sausage
- Black olives
- Onion
- Mushrooms
- Green bell peppers

### Make Your Own Pizza

- One topping | \$16.50
- Two toppings | \$17.50
- Three or more toppings | \$1.00 per additional topping

Choice of toppings:

- Pepperoni
- Italian sausage
- Mushrooms
- Onion
- Green bell pepper
- Black olives
- Extra cheese
- Red bell pepper

Add salad (+ \$3.50)

- Classic Caesar
- Garden

## Salad, Soup & Pizza ■



**SINGLE ENTREE | \$24.95; DOUBLE ENTREE | \$27.95**

**PRICES ARE PER PERSON. 20-PERSON MINIMUM.**

**ALL BUFFETS INCLUDE SIGNATURE ICED TEA, WATER, AND COFFEE STATIONS.**

## **Salad Options (select one)**

- Caesar
- Spinach
- Greek
- Garden

## **Entree Options**

- Stuffed chicken Florentine
- Chicken fried chicken
- Southwestern chicken
- Apple-smoked chicken
- Chicken margarita
- New York strip steak
- Slow-roasted pot roast
- Meatloaf
- 3 peppercorn beef tenderloin filet (+ \$5.00)
- Charbroiled salmon fillet
- Pan-seared herb tilapia
- Eggplant Parmesan

## **Starch Options (select one)**

- Roasted garlic whipped potatoes
- Oven-roasted rosemary potatoes
- Penne Alfredo
- Wild rice pilaf
- Orzo primavera
- Rice primavera
- Wild mushroom risotto (+ \$2.00)

## **Vegetable Options (select one)**

- Oven-roasted vegetables
- Steamed seasonal vegetables
- French-style green beans
- Broccoli almonidine
- Spaghetti-style vegetables
- Steamed asparagus (+ \$1.00)

## **Dessert Options (select one)**

- Chocolate cake
- Carrot cake
- Italian cream cake
- Strawberry shortcake
- New York cheesecake (+ \$2.00)
- Specialty individual desserts (+ \$7.00)

**Buffets ■**



**PRICES ARE PER PERSON. 20-PERSON MINIMUM.**

**ALL BUFFETS INCLUDE SIGNATURE ICED TEA, WATER, AND COFFEE STATIONS.**

**Italian | \$25.95**

- Grilled chicken with sun-dried tomato Alfredo sauce
- Penne Alfredo
- Meatballs pomodoro

**Includes:**

- Caesar salad
- Sautéed vegetables
- Garlic bread
- Italian cream cake

**Lone Star | \$24.95**

- Texas BBQ brisket
- Slow-roasted BBQ chicken
- Add smoked sausage (+ \$2.00)

**Includes:**

- Potato salad
- Ranch-style beans
- Country-style cut corn
- Bread and butter
- Peach cobbler

**Tex-Mex | \$26.95**

- Cheese enchiladas
- Chicken & beef fajitas with peppers & onions
- Flour tortillas
- Shredded cheddar cheese
- Salsa
- Sour cream
- Jalapenos
- Add guacamole (+ \$1.00)
- Add chips (\$1.00)

**Includes:**

- Mexican-style garden salad
- Mexican rice
- Refried beans
- Tres leches cake

## Themed Buffets ■





## Cold Appetizers

### PRICED PER PERSON.

- Vegetable crudité | \$4.00  
Seasonal vegetables served with BBQ ranch dip and ranch dip.
- Fresh fruit | \$3.75  
Sliced seasonal fruit with yogurt poppy seed dip.
- Cheese | \$4.00  
Domestic cheeses with a fruit garnish and assorted Carr's® crackers.
- Gourmet cheese | \$5.50 (20-person minimum)  
Imported and soft cheeses with fruit garnish served with Carr's® crackers and toasted pita chips.
- Hummus with pita chips | \$3.75

## Cold Platters

### 50-PIECE PLATTERS.

- Bruschetta | \$175.00  
Crispy bread topped with a mixture of fresh diced tomatoes, extra virgin olive oil, balsamic glaze and roasted garlic.
- Anti-pasta kabob | \$200.00  
Marinated cherry tomato, artichoke heart, mozzarella cheese ball, and kalamata olive.
- Chilled jumbo shrimp | \$300.00  
Presented with lemon wedges and cocktail sauce.
- Silver dollar sandwich | \$185.00  
Turkey and ham served on sliced roll.

## Cold Platters

### PER DOZEN.

- Finger sandwiches | \$18.95  
Pimento cheese, cucumber, and tuna salad served on white bread.

Add: butler passed - one server per 50 people for \$25 per hour.

Reception À La Carte ■



### 100-PIECE PLATTERS.

## Hot Platters

- Chicken tenders | \$275.00  
Served with BBQ sauce, ranch, or honey mustard dip.
- Chicken satay | \$300.00  
Served with peanut sauce.
- Coconut shrimp | \$350.00  
Served with sweet and sour sauce.
- Beef satay | \$250.00  
Served with peanut sauce.
- Buffalo chicken tenders | \$275.00  
Served with ranch dressing.
- Firecracker shrimp | \$350.00  
Served with cocktail sauce.
- Cilantro steak empanada | \$250.00
- Chicken fried chicken biscuit | \$285.00  
Cheddar, garlic & herb biscuit. Served with Cajun remoulade.
- Bacon-wrapped chicken with jalapeño and cheese | \$225.00
- Herb cheese stuffed mushrooms | \$250.00
- Vegetable spring rolls | \$250.00  
Served with sweet and sour sauce.
- Quesadillas | \$250.00  
Fajita beef or chicken, with sautéed green bell peppers and onions with shredded cheddar cheese.
- Swedish meatballs | \$250.00
- Spanakopita | \$250.00

## Gluten-Free

- Chipotle steak churrasco | \$250.00
- Chili lime chicken kabobs | \$250.00

## Vegan & Vegetarian

- Mushroom tarts | \$250.00
- Samosas | \$250.00
- Spicy vegetable pakora | \$250.00

Add: butler passed - one server per 50 people for \$25 per hour.

# Reception À La Carte .



**PRICES ARE PER PERSON. 50-PERSON MINIMUM FOR 2 HOURS.**

**ALL STATIONS INCLUDE SIGNATURE ICED TEA, WATER, AND COFFEE STATIONS.**

**Carving | \$18.95**

- Roast beef served with au jus
- Roast turkey served with giblet gravy
- Assorted dinner rolls

Choice of two condiments:

- Horseradish cream sauce
- Cilantro aioli
- Dijon mustard

In lieu of roast beef, substitute beef tenderloin or prime rib. (+ \$3.00)

**Mashed Potato | \$10.95**

- Roasted garlic mashed potatoes
- Shredded cheddar cheese
- Sour cream
- Chives

- Applewood-smoked bacon crumbles
- Sautéed mushrooms and onions
- Chili lime sautéed shrimp (+ \$7.00)
- Beef tips with Bordeaux sauce (+ \$6.00)

**Pasta | \$15.95**

- Penne pasta
- Tortellini pasta
- Marinara sauce
- Pesto sauce

- Garlic bread
- Meat sauce (+ \$5.00)
- Sliced grilled chicken (+ \$6.00)
- Grilled shrimp (+ \$7.00)

**Macaroni & Cheese | \$16.95**

- Cavatappi pasta
- Rotelle pasta
- Aged cheddar cheese sauce
- Monterey Jack cheese sauce

Toppings:

- Applewood-smoked bacon crumbles
- Shredded cheddar cheese
- Scallions
- Diced tomatoes
- Diced grilled chicken
- Beef tenderloin medallions (+ \$7.00)
- Shrimp scampi (+ \$7.00)

Add vegetable | \$3.00  
See options on page 7.

**Stations .**



**PRICES PER PERSON. 20-PERSON MINIMUM. ALL PLATED MEALS INCLUDE ASSORTED DINNER ROLLS, SIGNATURE ICED TEA, WATER, AND COFFEE SERVICE.**

## Single Entree Options

- Filet mignon with Bordelaise sauce. | \$35.00
- Grilled salmon fillet with Alexander sauce. | \$30.00
- New York strip steak with bourbon shallots demi-glace. | \$35.00
- Marinated oven-roasted chicken breast with lemon butter sauce. | \$28.00
- Stuffed chicken primavera with chardonnay cream sauce. | \$28.00
- Chicken Wellington with burgundy sauce. | \$30.00
- Braised boneless short ribs with creamy BBQ sauce and jalapeño cheddar creamy grits | \$36.00

## Dual Entree Options

- Filet mignon with Bordelaise sauce and 4oz lobster tail with chardonnay cream sauce. | \$50.00
- Filet mignon topped with a grilled scallop and wild mushroom demi cream sauce. | \$47.00
- Stuffed chicken Florentine and grilled salmon fillet with lemon butter sauce. | \$44.00
- Herb-cruste chicken breast with jumbo shrimp and Alexander sauce. | \$44.00
- Peppercorn-cruste beef tenderloin with burgundy demi-glace and Tuscan-stuffed chicken breast with béchamel sauce. | \$42.00

## Salad Options (select one)

- |   |   |
|---|---|
| <ul style="list-style-type: none"> <li>■ Caesar</li> <li>■ Garden</li> <li>■ Greek</li> </ul> | <ul style="list-style-type: none"> <li>■ Spinach</li> <li>■ Caprese (+ \$2.00)</li> <li>■ Wedge (+ \$2.00)</li> </ul> |
|---|---|

## Vegetable Options (select one)

- |  |   |
|--|---|
| <ul style="list-style-type: none"> <li>■ Oven-roasted vegetables</li> <li>■ Steamed seasonal vegetables</li> <li>■ French-style green beans</li> </ul> | <ul style="list-style-type: none"> <li>■ Broccoli almonidine</li> <li>■ Spaghetti-style vegetables</li> <li>■ Sautéed asparagus (+ \$1.00)</li> </ul> |
|--|---|

## Starch Options (select one)

- |   |   |
|---|---|
| <ul style="list-style-type: none"> <li>■ Roasted garlic whipped potatoes</li> <li>■ Whipped sweet potatoes</li> <li>■ Oven-roasted rosemary potatoes</li> <li>■ Fettuccine Alfredo</li> </ul> | <ul style="list-style-type: none"> <li>■ Wild rice pilaf</li> <li>■ Wild mushroom risotto (+ \$2.00)</li> <li>■ Orzo primavera</li> <li>■ Rice primavera</li> </ul> |
|---|---|

## Dessert Options (select one)

- |   |  |
|---|--|
| <ul style="list-style-type: none"> <li>■ Chocolate cake</li> <li>■ Carrot cake</li> <li>■ Tres leches cake</li> <li>■ Specialty individual desserts (+ \$3.00)</li> </ul> | <ul style="list-style-type: none"> <li>■ Italian cream cake</li> <li>■ New York cheesecake (+ \$2.00)</li> </ul> |
|---|--|

## Plated Meals ■



**PRICES ARE PER PERSON UNLESS OTHERWISE NOTED.**

- New York cheesecake with raspberry coulis | \$6.00
- Blonde brownies (per dozen) | \$22.50
- Fudge brownies (per dozen) | \$22.50
- Cake-cutting service (per 100 people) | \$50.00

**Chocolate Fountain (serves 100 people) | \$450.00**

- Strawberries
- Pineapple
- Marshmallows
- Rice Krispies Treats®
- Fudge brownies

**Mini desserts (100 pieces) | \$350.00**

- Carrot cake
- Italian cream cake
- Chocolate cake
- Tres leches cake

**Cakes | \$5.00**

- Carrot
- Chocolate
- Strawberry shortcake
- Italian cream
- Tiramisu

**Dessert bars | \$3.50**

- Lemon
- Caramel apple
- Pecan chocolate chunk
- Melt away

**Assorted cookies (per dozen) | \$19.50**

- Chocolate chip
- Oatmeal raisin
- Cinnamon sugar
- Peanut butter

**Cobbler | \$4.00**

- Peach
- Add ice cream (+ \$1.50)
- Apple

## Desserts ■



**PRICES ARE PER PERSON UNLESS INDICATED AS GALLONS.**

- Bottled water (16 oz) | \$3.00
- Water cooler (5 gallons) with cups | \$50.00
- Coffee: regular and decaf (gallon) | \$35.00
- Fruit juice (10 oz bottle) | \$3.00
- Juice - orange, apple, and cranberry (4 oz) | \$2.00
- Fruit punch (gallon) | \$25.00
- Hot chocolate | \$2.00
- Soft drink (12 oz can) | \$2.50
- Sparkling water (16 oz) | \$4.00
- Sports drink | \$5.00
- Signature iced tea (gallon) | \$25.00
- Hot tea (gallon) | \$25.00
- Fruit-infused water (3 gallons-serves 50) | \$30.00
- Fruit-infused water (5 gallons-serves 100) | \$50.00
- Lemonade (gallon) | \$25.00
- Pink lemonade (gallon) | \$25.00

## Beverages ■



STATE LAW PROHIBITS THE SALE OF ALCOHOLIC BEVERAGES TO ANYONE UNDER 21 YEARS OF AGE. PLANO EVENT CENTER RESERVES THE RIGHT TO REFUSE SERVICE TO ANYONE BASED ON ALCOHOL CONSUMPTION. MINIMUM FOOD PURCHASE REQUIRED WHEN SERVING ALCOHOL.

## Hourly Bar Packages

### PRICED PER PERSON.

- Excludes shots, wine bottle service, Champagne and sparkling wine.
- All packages include sodas and bottled water.
- Bartender fee is \$100 per bartender for 4 hours (minimum 1 required per 75 guests).
- All alcohol is subject to mixed beverage sales tax. Host bar is also subject to 20% service charge.

Package	Beer & Wine	Premium Brands	Luxury Brands	Top Shelf Brands
1 hour	\$12	\$16	\$18	\$22
2 hours	\$17	\$23	\$27	\$31
3 hours	\$23	\$29	\$33	\$37
4 hours	\$25	\$35	\$38	\$42

Under 21 Bar Package: includes unlimited soda and bottled water for \$10 per hour, per person.

#### Beer & Wine Selections

- House red  
Cabernet, merlot
- House white  
Merlot, pinot grigio, chardonnay
- Domestic beer  
Bud Light, Coors, Miller Lite
- Imported beer  
Corona, Heineken, Shiner Bock

#### Luxury Brands Spirits

- Absolut Vodka
- Tanqueray Gin
- Bacardi Light Rum
- Jack Daniel's Whiskey
- Seagram's VO
- 1800 Silver
- Chivas Regal

#### Premium Brands Spirits

- Smirnoff Vodka
- Jose Cuervo Especial Gold
- Jim Beam Bourbon
- Gordon's Gin
- Seagram's 7 Whiskey
- Dewar's White Label Scotch
- Cruzan Rum

#### Top Shelf Brands Spirits

- Grey Goose Vodka
- Johnny Walker Black
- Crown Royal
- Patron Silver
- Knob Creek
- Bombay Sapphire
- Hennessy
- Bacardi Superior

## Bar Service ■



**PRICES ARE PER DRINK. ALL ALCOHOL IS SUBJECT TO MIXED BEVERAGE SALES TAX.**

**BARTENDER FEE IS \$100 PER BARTENDER FOR 4 HOURS (MINIMUM 1 REQUIRED PER 75 GUESTS).**

- Cooks Champagne | \$20.00
- Korbel Brut | \$30.00
- Moet, Chandon White Star | \$85.00
- Moet, Chandon Nectar Rose | \$95.00
- Bottle of wine | \$20.00
- Keg-domestic | \$250.00  
Budweiser, Bud Light, Miller Lite
- Keg-premium | \$300.00  
Shiner Bock, Heineken

## Host Bar

- |   |  |
|---|--|
| <ul style="list-style-type: none"> <li>■ Premium spirits   \$7.00</li> <li>■ Luxury spirits   \$8.00</li> <li>■ Top spirits   \$9.00</li> <li>■ Cordial   \$9.00</li> <li>■ Mimosa   \$6.00</li> <li>■ House wine   \$7.00</li> <li>■ Draft beer domestic   \$4.00</li> <li>■ Draft beer imported   \$4.50</li> </ul> | <ul style="list-style-type: none"> <li>■ Domestic beer   \$4.50</li> <li>■ Imported beer   \$5.50</li> <li>■ Assorted soda   \$2.50</li> <li>■ Bottled water   \$3.00</li> <li>■ Mineral water   \$3.75</li> <li>■ Champagne punch (by the gallon)   \$55.00</li> <li>■ House Champagne toast (half a glass)   \$4.00</li> </ul> |
|---|--|

Host bar is subject to 20% service charge.

## Cash Bar

- |   |  |
|---|--|
| <ul style="list-style-type: none"> <li>■ Premium spirits   \$8.00</li> <li>■ Luxury spirits   \$9.00</li> <li>■ Top spirits   \$10.00</li> <li>■ Cordial   \$10.00</li> <li>■ Mimosa   \$7.00</li> <li>■ House wine   \$8.00</li> <li>■ Draft beer imported   \$5.00</li> </ul> | <ul style="list-style-type: none"> <li>■ Draft beer domestic   \$4.50</li> <li>■ Domestic beer   \$5.00</li> <li>■ Imported beer   \$6.00</li> <li>■ Assorted soda   \$3.00</li> <li>■ Bottled water   \$3.00</li> <li>■ Mineral water   \$5.00</li> </ul> |
|---|--|

Cashier fee is required for all cash bars: \$100 per cashier for 4 hours (1 cashier required per 150 guests).

# Alcoholic Beverages





As the exclusive food and beverage provider at Plano Event Center, we are committed to bringing you and your guests the highest standard of quality food, beverage, and service. Please review the following guidelines and policies, as they will assist you in planning your event.

## Menus

In addition to our standard catering menus, we can also provide you with the advantage of a custom menu to meet the needs for your event. Due to fluctuation in market prices, catering quotes are subject to change up to 30 days in advance of your event. No outside food or beverage is allowed.

## Sales Tax & Service Charge

- All food, beverage, and catering services are subject to a 20% service charge and 8.25% sales tax.
- Service charge and sales tax are subject to change without notice.
- Service charge is taxable in the state of Texas.
- Texas Sales and Use Tax Exemption Certification must be on file prior to the event, if applicable.

## Beverages

Plano Event Center holds the exclusive liquor license from the Texas Alcoholic Beverage Commission; therefore, all alcohol must be purchased and served through Plano Event Center catering services.

## Guarantees

An estimated number of guests will be used when planning your initial catering order. A minimum guarantee of the number of guests must be received no later than 5 days in advance of your event. This guarantee may not be reduced. Catering services will prepare vegetarian, gluten-free, or vegan meals with advance notice upon request. Additions or changes made to the catering order after the guarantee is confirmed will incur additional charges. For buffets and plated meals, dining tables are set for the amount of attendees guaranteed for food and beverage.

## Meeting and Event Services: Table Standards

Our standard banquet service is planned for round tables of ten. All other service options, such as round tables of eight or less, require an increase of service personnel which could result in an additional fee. Lap-length table cloths and cloth napkins will be provided with all meal functions at no additional charge. Skirted tables will be provided at no charge for all buffets or food service. For buffet meals, our standard banquet service is rolled flatware placed at each seat and preset iced tea and water with a coffee station. For any additional services, please ask your catering representative.

# Guidelines & Policies