

Catering Food Amount Calculation Worksheet:

Bread & Rolls:

| Item: | # of Guests | X Suggested Serving 1 to 1.5 per person | = Amount Needed | / by 12 and round up for dozens |
|-------|-------------|--|--------------------|------------------------------------|
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Soup:

| Soup: | # of Guests | X Suggested Serving 6 to 8 fl oz <i>or</i> 12 to 16 fl oz | = Total Fl Ounces | / by 128 and round up for gallons |
|-------|-------------|--|----------------------|--------------------------------------|
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Hearty & Healthy Salads, Protein Salads & Side Salads:

| Item: | # of Guests | X Suggested Serving | = Total Oz Needed | / by 16 and round up for pounds |
|-------|-------------|---------------------|----------------------|------------------------------------|
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Proteins/Mains:

| Item: | # of Guests | X Suggested Serving 4, 6 or 8 oz per person | = Total Oz Needed | / by 16 and round up for pounds |
|-------|-------------|--|----------------------|------------------------------------|
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Pasta Dishes:

| Item: | # of Guests | (X) Suggested Serving | = Total Oz Needed | / by 16 and round up for pounds |
|-------|-------------|-------------------------|----------------------|------------------------------------|
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Potato & Rice Dishes:

| Item: | # of Guests | (X) Suggested Serving | = Total Oz Needed | / by 16 and round up for pounds |
|-------|-------------|-------------------------|----------------------|------------------------------------|
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Potato & Rice Dishes:

| Item: | # of Guests | (X) Suggested Serving | = Total Oz Needed | / by 16 and round up for pounds |
|-------|-------------|-------------------------|----------------------|------------------------------------|
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Desserts & Party:

| Item: | # of Guests | X Suggested Serving | = Amount Needed | / by 12 and round up for dozens |
|-------|-------------|---------------------|--------------------|------------------------------------|
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Catering Planning Guide

Why do we sell most of our foods by the pound and not by the pan?

We get this question a lot: “How much do you charge for a pan of Chicken Parmigiana and how many people will that feed?” Well, pans come in all different shapes and sizes. We understand, everybody else sells it by the pan and catered food comes in pans. **WE ARE NOT EVERYBODY ELSE** and we know there’s a better way to do it. Rather than just offering pans in a few sizes that might be enough for your event, we would rather just do a little simple math, give you the right amount food and the put it in a pan. It’s pretty simple too: We just determine an appropriate size portion of any dish in ounces per person, then we multiply that times the number of guests and divide by 16 (# of oz in a pound) and just like that you get the number of pounds you’ll need. Now, some items we have to sell by the pan or tray just because of the nature of the dish such as Fruit & Cheese Platters and Lasagnas, but in those cases we spell out how many servings are in a pan. Throughout our menu you will find breakdowns of suggested serving sizes and guide lines to follow. There is even a pull out Menu Calculation Worksheet to get you started, but don’t worry because our catering coordinators are ready to help you through the process or you could order one of our catering packages.

What is your serving time? Fresh food is the best food!

A lot of important decisions that effect your food’s safety, quality, temperature and freshness all depend on serving time. You don’t want to be holding hot food for too long a period before serving. Also, you’ll want to be able to keep cold foods cold before serving. If you are picking up your order, plan on getting it within one hour of serving time and plan ahead on heated and cold storage space. If necessary, we can have your food cold and “ready to finish” in your oven with directions.

Pick Up or Delivery?

We can arrange a delivery time that reduces the amount of time foods need to be held before serving to maintain their freshly cooked flavors. In the case of larger events with a cocktail hour before a meal, it may be necessary to arrange more than one delivery. Delivery fees vary based on location , AM or PM and weekday or weekend.

Do you require a server, bartender or chef?

We can arrange for a member of our staff to come to you venue.

Paper & Plastic or China, Flatware & Linen?

We offer three levels of Disposable Paper & Cutlery . We can also arrange for the rental of china and linens.

Ala Carte Menu Planning - How much is enough?

Many factors come into play when planning food for an event such as theme, time of day, duration of event, weather and, most importantly, your crowd.

1.) Define what objective you want to achieve with the food you order.

Are you planning on a light snack or a full meal? Perhaps your event is a day long meeting that requires more than one meal and snacks offered. Are you ordering a dish or two to bring to a pot luck affair? You may be looking to Luigi's to supplement foods you are preparing on your own in which case you should write down what you plan on making to better plan what you will need to order.

2.) Know your group!

What are their preferences? Is your group mixed in age? Older folks tend to eat less than a high school football team. Are there any allergies to be concerned about or vegetarians to consider?

3.) Some guidelines to follow:

- ◆ Always round up estimates, don't round down.
- ◆ Anticipate which food selections will be more popular with your group and serve more of them. For example, shellfish appetizers are always popular and generally go first and entrees like Chicken Parmigiana, Marsala and Franciase will always be the most popular proteins on a buffet.
- ◆ The more choices you offer, the smaller portion size per person you need to offer.
- ◆ However, you can assume that most guests will taste everything, so overall consumption per person will go up.
- ◆ Also you still want to have enough of the more popular items for everybody, so keep in mind, that variety is great, but too much variety can be a bad thing.
- ◆ Consider adding "bulk" items to your menu to fill hungry bellies. For a dinner or luncheon buffet Pasta Dishes, Pasta with Protein or Hearty Rice Dishes are popular and make good filler. For cocktail parties Calzone Loaves, Pizza, Flat breads and Cheese & Fruit Platters provide that "little bit extra".
- ◆ See Suggested Menu Planning Portion Guidelines on the next page.

Menu Planning Portion Size Per Person Guidelines

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|----------------------------|--|
| Hors D'oeuvres | <ul style="list-style-type: none"> ◆ Be sure to plan at least 1 piece per person per kind offered. ◆ 4 to 6 pieces per person when preceding a meal. ◆ 4 to 6 pieces per person per hour when hors d'oeuvres are the meal. ◆ The longer the party is and the larger the guest list, the greater the number of selections you should offer. |
| Pizza | <ul style="list-style-type: none"> ◆ We offer 13 x 18 half sheet pan Sicilian pizza cut into 8,16,12 or 24. ◆ When pizza is the main event order it cut into 12 or 16 slices and plan on 3 slices per person. ◆ If pizza is an appetizer or one of many offerings on a menu order it cut into 24. Plan on 1.5 pieces per person. |
| Breads & Rolls | <ul style="list-style-type: none"> ◆ 1.5 pieces per person |
| Soup | <ul style="list-style-type: none"> ◆ 6 to 8 ounces per person as a course, 12 to 16 ounces as a main. ◆ 8 oz servings per container: Quart = 4, Half Gallon = 8, Gallon = 16 |
| Salads by the Pound | <ul style="list-style-type: none"> ◆ 6-8 oz per person as a main with a leafy salad. (2-3 serving per LB) ◆ 3-4 oz as a side or if multiple salads offered. (4-5 servings per LB) ◆ For finger sandwiches: 2-3 oz per sandwich (5-8 servings per LB) |
| Protein | <ul style="list-style-type: none"> ◆ 8 ounces per person when one main dish is offered. (1 LB = 2 servings.) ◆ 3 to 5 ounces per person per kind when two or more proteins are offered: |
| Potatoes & Rice | <ul style="list-style-type: none"> ◆ 4 to 5 ounces per person. (3-4 servings per LB) |
| Vegetables | <ul style="list-style-type: none"> ◆ 3 to 4 ounces per person (4-5 servings per LB) |
| Pasta Dishes | <ul style="list-style-type: none"> ◆ 12 to 16 ounces per person if a main. Here's a quick formula for pasta as a main: (.75 or 1 x # of guests = LBS needed.) ◆ 6- 8 ounces per person if a side dish (2-3 serving per LB) and 3 to 4 ounces if served as a side with another pasta or starch. (4-5 servings per LB) |
| | <ul style="list-style-type: none"> ◆ A note about our pasta sold by the pound: These are finished weights for cooked pasta with including the sauce. For comparison, a pound of cooked pasta with sauce is equal to approximately 1/5 of a lb of dry pasta. |
| Desserts | <ul style="list-style-type: none"> ◆ Cakes & Pies - 1 slice per person ◆ Individual Pastries - .5 to 1 piece per person ◆ Cookies - 1 per person ◆ Mini Cream Pastries & Bars - 1.5 pieces per person. |
| Beverages | <ul style="list-style-type: none"> ◆ Water & Soda - 2 - 8 oz servings per person. ◆ Juice at Breakfast - 1 - 6 oz serving per person ◆ Coffee - 1.25 - 8 oz servings per person at breakfast, Lunch & Dinner - 1 - 6 oz serving for half the number of guests. ◆ Adult Beverages - In RI, T.I.P.S. certification guidelines suggest that the legally responsible guideline is 1 serving per person per hour. |