

# Banquet Package Fall 2026

## BANQUET POLICIES & PROCEDURES

### MEAL GUARANTEE

Minimum guarantee for banquets is 30 guests with a maximum guarantee of one hundred (100) guests per catered event. In order to better serve you and your guests a final guarantee is required *two weeks* prior to your event, at which time a breakdown of the number of each menu item ordered is required. We will prepare for 5% over the final guarantee. Please remember that you will be charged for the number of guaranteed guests or the number of guests served, whichever is greater. *Includes three course meal: choice of appetizer (soup or salad), Entrée choice, dessert and beverages* **+15% surcharge and 8% sales tax**

### LEFTOVERS

In accordance with the State Health Guidelines, leftover food and beverages must remain the property of SUNY Schenectady. It is our policy that any leftover food, excluding that which is unsafe to consume, will be donated to a local charitable organization for consumption. The SUNY Schenectady School of Hotel, Culinary and Tourism will not be held responsible for any food items removed without our knowledge or consent.

### DEPOSITS & FINAL PAYMENT

A non-refundable deposit of \$200.00 is required to reserve your event date. Final payment arrangements should be made prior to the event with the banquet instructor. A point of contact for billing purposes should be established in advance. Full payment is expected at the completion of the event. Checks should be made payable to: **SUNY Schenectady**.

### SURCHARGE

Banquets are subject to a 15% surcharge. This charge supports our Chefs for Success Fund. These funds make it possible for our program to bring in guest chefs and hospitality managers for the James G. Westervelt Foundation series and provide our students with additional opportunities including the LEAP-Delhi scholarship and attending the International New York Food Show among other activities. Please note that our students are **not** permitted to accept gratuities, as they are not paid employees as outlined by IRS regulations.

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**COUNTY COMMUNITY COLLEGE**  
SCHOOL OF HOTEL, CULINARY ARTS AND TOURISM

**TAX EXEMPTIONS**

Please provide a copy of your exemption certificate, as we are required to keep a copy of the tax exemption on file.

**MENU OPTIONS**

Based on your initial guarantee please make your selection(s) for your banquet upon confirming your reservation. The assigned Banquet instructor will work with you if you need assistance, in designing the menu that will best meet the needs of your guests. We will need to be made aware of any dietary needs when you call in the final guarantee and meal counts.

**AUDIO/VISUAL**

SUNY Schenectady is able to provide audio/visual support for your event (i.e. microphone, podium, computer, screen, etc.) with advance notice. We have many events happening on campus and to ensure the availability of any equipment, a minimum two week notice is required. Groups planning on supplying their own audio/visual equipment should provide two weeks' notice so we can properly arrange the room set up to accommodate your needs. Equipment is based on availability.

**ALCOHOL POLICY**

Schenectady County Community College and the School of Hotel, Culinary and Tourism is a licensed facility. Guests are welcome to bring in wine to enhance their banquet experience. A per event corkage fee of \$20.00 will be assessed if alcoholic beverages (wine) are brought on premise. Service of any alcoholic beverages are to be by a member of SUNY Schenectady staff and students only and the SUNY Schenectady staff reserve the right to control excessive drinking or behavior that appears to become a danger to the staff, students, or public in general. No alcoholic beverages will be served to anyone under the legal age (21) or without proper Identification. We teach and always practice responsible Alcohol Beverage Service. All alcoholic beverage service ceases at the conclusion of the service of the entrée course.

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## **Banquet Package Fall 2026**

**LUNCH \$30 per person**

**DINNER \$35 per person**

### **APPETIZER COURSE**

*Please Select One (1) Soup OR Salad to Start Your Meal*

### **SEASONAL SOUPS**

**Spiced Parsnip** - Spiced Parsnips and Lentils finished with Yogurt and Parsnip Crisps  
(vegetarian, gluten-free)

**Creamy Broccoli** - Creamy Broccoli and Cauliflower with Crispy Garlic Croutons (vegan)

**Curried Butternut Squash** - Curried Butternut Squash with Coconut Cream, finished with Fried Shallots (vegan, gluten-free)

**Tomato & White Bean** - Roasted Tomatoes, White Beans, and Harissa in an Herb and Vegetable Broth (vegan, gluten-free)

**Mushroom & Farro** - Mushrooms Stewed with Kale and Farro, finished with Cashew Cream (vegan, gluten-free)

**Split Pea** - Smoky Split Pea with Homemade Tasso Ham (gluten-free)

### **FRESH & COMPOSED SALADS**

**Kale Caesar** - Lemon-Garlic Massaged Kale with Pickled Red Onion and Crispy Chickpeas (vegan, gluten-free)

**Fall Harvest** - Endive and Radicchio, Sliced Pears, Toasted Walnuts, Feta, and Cranberry Vinaigrette (gluten-free)

**Warming Beet & Orange** - Shaved Fennel, Fresh Sliced Oranges, and Roasted Beets with Cumin Vinaigrette (vegan, gluten-free)

**Toasted Farro & Arugula** - Arugula, Green Apples, and Cranberries topped with Toasted Farro, Crispy Shallots, and Honey Mustard (gluten-free)

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**MEAT AND SEAFOOD ENTREES**

*Select two menu offerings*

**Harissa Chicken Thighs with Rainbow Carrots & Potatoes** - Grilled Harissa Chicken, Maple-Glazed Carrots, and Charred Potatoes finished with Spiced Yogurt & Salsa Verde (*gluten-free*)

**Roasted Chicken with Acorn Squash & Parsnip Puree** - Roasted Chicken and Acorn Squash over Parsnip Puree, finished with Sumac Brown Butter (*gluten-free*)

**Balsamic Glazed Sirloin with Brussels Sprouts & Sweet Potato Mash** - Balsamic Glazed Sirloin and Roasted Honey Mustard Brussels Sprouts over Mashed Sweet Potatoes (*gluten-free*)

**Roasted Beef with Honey Glazed Root Vegetables & Parsnip Puree** - Slow-Roasted Beef with Honey Glazed Root Vegetables over a Garlicky Parsnip Puree with Pan Sauce (*gluten-free*)

**Grilled Salmon with Roasted Brussels Sprouts & Butternut Squash Risotto** - Brown Sugar Glazed Salmon with Roasted Brussels Sprouts and Butternut Squash Risotto topped with Crispy Sage (*gluten-free*)

**Halibut with Corn, Pancetta & Polenta** - Pan-seared Halibut served over Creamy Polenta with Sautéed Corn, Leeks, and Pancetta (*gluten-free*)

**Herb Crusted Porchetta with Red Cabbage & Sweet Potato Mash** - Crispy All-Belly Porchetta and Braised Red Cabbage with Apples, served over Mashed Sweet Potatoes (*gluten-free*)

**VEGETARIAN & PLANT-FORWARD ENTRÉES**

*Select one menu offering*

**Harissa Cauliflower with Rainbow Carrots & Potatoes** - Roasted Harissa Cauliflower, Maple-Glazed Carrots, and Charred Potatoes finished with Spiced Yogurt & Salsa Verde (*vegan, gluten-free*)

**Roasted Cabbage Steak with Crispy Shiitakes and Sweet Potato Mash** - Roasted Cabbage Steak with Crispy Shiitakes, served over Mashed Sweet Potatoes with Brown Butter (*vegan, gluten-free*)

**Stewed Mushrooms with Maple Glazed Root Vegetables & Parsnip Puree** - Wild Mushrooms Stewed in Gravy, served with Maple Glazed Root Vegetables over a Parsnip Puree (*vegan, gluten-free*)

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**DESSERTS**

*Select one menu offering;*

**Double Apple Crumb Cake** - Moist Cake Loaded with Apples and a Sweet, Crunchy Topping, finished with Cinnamon Whipped Cream

**Mascarpone Cake with Red Wine Prunes** - Decadent Mascarpone Cake bejeweled with Red Wine Prunes, served with a Sweet, Rich Red Wine Syrup

**Pumpkin Cobbler** - Pumpkin and Pecan Cobbler finished with Sweet Cream and Coconut Caramel

**Chocolate Raspberry Trifle** - Layers of Chocolate Cake with Chocolate Mousse, Fresh Raspberries, and Whipped Cream

**Apple Tart** - Flaky Puff Pastry with Fresh Sliced Apples, finished with Rosemary and Honey Syrup

**Cranberry Orange Puffs** - Pâte à Choux filled with Orange Whipped Cream and Cranberry Orange Sauce

**INCLUDED WITH ALL MEALS**

- Fresh-baked bakery breads or rolls
- Regular and decaffeinated coffee
- Hot and iced tea

**RECEPTION ADDITIONS**

**Crudité and Cheese Display**

Seasonal vegetables with house-made dips, domestic and specialty cheeses, roasted nuts or marinated olives, flatbreads, and crackers.

**\$5.00 per person**

**Beverages**

**Pomegranate Spritzer (Non-Alcoholic)**

\$15 per gallon (*approximately 20 servings*)

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**STATIONED MENUS**

**Mediterranean-Inspired Table** Grilled vegetables, grains, yogurt sauces, and marinated proteins.

**Comfort Noodle Bar**

Rice noodles or pasta with vegetables, chicken or tofu, and a selection of sauces.

**Harvest Bowl Station**

Greens, grains, roasted vegetables, protein options, and house dressings.

**A LITTLE EXTRA**

*The items below can be added to your reception menu for an additional charge per person.*

**Seafood Display**

Shrimp and crab claws with cocktail sauce and lemon.

*Additional \$7 per person*

**Carving Board**

Herb-roasted pork loin or turkey breast with fruit chutney and house rolls.

*Additional \$5 per person*

**Chocolate dipped Fruits/Coffee:** Fresh & dried fruits dipped in dark chocolate & white chocolate. Regular & decaf coffee and assorted black and herbal teas.

*Additional \$4 per person*

**Hot and Cold Hors d'oeuvres** are available as stationary or butler-passed by white gloved servers. Inquire with the banquet instructor if you would like selection and pricing.

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