

*Hyatt Place Fredericksburg-Mary Washington*  
*Catering Guide*

*Provided By*

*University of Mary Washington Catering by Sodexo*

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**Catering Guide**  
*Hyatt Place Fredericksburg-Mary Washington*  
1241 Jefferson Davis Highway  
Fredericksburg, VA 22401

*University of Mary Washington Catering by Sodexo will help make your next dining event at Hyatt Place a delightful and memorable occasion. Our team of catering professionals is here to assist you with every aspect of planning your special occasion. We offer a wide variety of menus and services that are sure to fit your personal style, tastes and budget. Menus can be customized to include regional ingredients, meet dietary restrictions, or even represent distinctive party themes.*

*We'll be happy to discuss custom menu options and other event details with you in person or by phone. Our office is open 8:30 a.m. to 4:30 p.m. Monday thru Friday in the University Center building on the University of Mary Washington campus. Please call 540-654-1930 or e-mail us at [Catering@umw.edu](mailto:Catering@umw.edu) for an appointment. You may also visit us on the web at [www.umwcatering.com](http://www.umwcatering.com).*

### *Booking an Event*

*Contracts:* *Events should be booked as far in advance as possible in order to allow for appropriate planning, although we will book events with as little as four days' notice if our staffing permits. We will prepare and send you a contract that outlines your agreement with University of Mary Washington Catering by Sodexo and all aspects of our menu and services. This contract must be signed and returned to us no later than 3 business days prior to your event. We will not cater an event if we have not received a signed contract by the due date. Please read the contract carefully to ensure all elements are correct and contact us immediately if revisions are required. Our catering services will be provided strictly according to the terms of the contract, so it is important that you confirm the accuracy of dates, times, locations, professional services to be provided, guest counts, menu items, equipment, staffing and charges before signing and returning the contract.*

*Guest Count Guarantees and Cancellations:* *Even though you may sign an event contract several months in advance of your event, you may change your guest count or cancel your event up to three business days prior to the event. You must provide us with your final guest count within three business days of the event or we will use the estimated guest count that was included in your signed contract. You must also notify us within three business days of the event if you wish to cancel the event. If we do not receive your cancellation by the due date you will be responsible for 75 percent of the total bill.*

*Costs:* *Contracts will specify all costs. Some menu items are priced per person and others are priced per dozen or tray. An 18% administration fee and applicable local and state taxes (unless you are tax exempt) will be added to your food and services charges.*

*Payment:* *Payment must be received prior to the execution of your catered event. If you are a tax-exempt organization, you must provide us with a copy of your tax exemption certificate prior to the date of the event.*

*Taking Food Home From Events:* *Due to health regulations for food safety, food items left at the end of events cannot be taken home or removed from the event site by guests. Our staff will properly dispose of that food when we clean up the event. If you purchase pick-up items from us you should make sure they are properly stored or refrigerated prior to the event. At the conclusion of the event you should remove and dispose of any left-over food.*

# Morning Buffets

*\$150.00 Minimum Required. Custom Menus Available Upon Request*

## *Buffets Include*

*Delivery, Set-Up & Breakdown of Buffet. Buffet Service for 3 Hours. Linens for food tables. Premium plastic service ware. 18% administration fee and 11.3% tax will be added to the total bill.*

## *Classic Continental Breakfast*

*Freshly Brewed Aspreto Fair-Trade Coffee*  
*Numi Fair-Trade Herbal and Non-Herbal Hot Teas*  
*Orange Juice & Iced Water*  
*Tray of Seasonal Sliced Fresh Fruit*  
*Tray of Assorted Danishes and Breakfast Breads (1 pastry, 100 cal)*

## *Breakfast Reception:*

*Freshly Brewed Aspreto Fair-Trade Coffee*  
*Numi Herbal and Non-Herbal Hot Teas*  
*Iced Water and Choice of Cranberry, Orange or Apple Juice*  
*Tray of Seasonal Sliced Fresh Fruit*  
*Tray of Assorted Danishes and Scones (1 pastry, 100-200 cal)*  
*Scrambled Eggs (4 oz, 180 cal)*  
*Hash Browned Potatoes (4 oz, 130 cal)*  
*Choice of Country Pork Sausage (2 links, 210 cal) or Crispy Pork Bacon (2 pieces, 100 cal)*

## *Optional Breakfast Sandwich Addition -*

*Choice of One Bread:*                      *Toasted English Muffin (1 muffin, 35 cal), Biscuit (1 biscuit, 320 cal), Bagels (1 bagel, 340 cal), or Croissant (1 croissant, 230 cal)*

*Choice of One Egg Type:*              *Plain Egg (2 oz, 90 cal), Egg & Cheese (2 oz, 120 cal), or Egg White (2 oz, 25 cal)*

*Choice of One Meat:*                      *Pork Patty (1 patty, 190 cal), Turkey Sausage Patty (1 patty, 60 cal), Country Ham (2 oz, 50 cal), or Pork Bacon (2 slices, 100 cal)*

# Lunch Buffets

*All Lunch Buffets Require \$150.00 Minimum. Custom Menus Available Upon Request*

*Buffets Include*

*Delivery, Set-Up & Breakdown of Buffet. Buffet Service for 2 Hours. Linens for food tables. Premium plastic service ware.*

*18% administration fee and 11.3% tax will be added to the total bill.*

## Cold Lunch Buffets

### Deli Buffet

*Choice of Two Salads: Creamy Coleslaw with Apples (4 oz, 100 cal), Seasonal Fresh Fruit Salad (3 oz, 35 cal), Potato Salad (3 oz, 120 cal), Market House Salad w/ Croutons and Balsamic Vinaigrette/ Ranch Dressing (1 salad, 210 cal)*

*Assorted Breads and Rolls (2 slices, 100 cal)*

*Sliced Roast Turkey (3 slices, 50 cal), Buffet Ham (1 oz, 40 cal), Roast Beef (2 oz, 70 cal) and Salami (1 slice, 25 oz)*

*Sliced American (1 slice, 45 cal), Swiss (1 slice, 25 cal) and Provolone Cheese (1 slice, 70 cal)*

*Toppings Tray with Lettuce, Tomatoes, Sliced Onions, Dill Pickles, Mayonnaise and Mustard*

*Assorted Individual Bags of Chips & Assorted Cookies and Brownies*

*Iced Tea and Iced Water*

### Boxed Sandwich Lunches (minimum order of 5 for each type of sandwich or side item requested)

#### **Side Selections:**

*One Salad: Potato Salad (3 oz, 120 cal), Fresh Fruit Salad (3 oz, 35 cal), Coleslaw (4 oz, 90 cal) or Pasta Salad (5 oz, 270 cal)*

*One Treat: Large Cookies (1 cookie, 130 cal), Brownie (1 brownie, 150 cal) or Individual Bag of Chips*

*One Drink: Canned Soda or Bottled Water*

#### **Sandwich Selections**

*Spicy Italian Baguette:* *Sliced Ham, Salami, Provolone Cheese & Roasted Red Peppers on a French Roll with Garlic Mayonnaise (1 sandwich, 710 cal)*

*Turkey & Cheddar:* *Oven Roasted Turkey Breast, Sharp Cheddar Cheese, Lettuce & Tomato on a Kaiser Roll (1 sandwich, 280 cal)*

*Roast Beef & Cheddar:* *Roast Beef & Cheddar on Ciabatta w/ Horseradish Cream Spread (1 sandwich, 330 cal)*

# Hot Lunch Buffets

## Italian Buffet:

*Caesar Salad with Croutons (1 salad, 300 cal)*

*Dinner Rolls and Butter Chips (1 roll, 80 cal)*

*Penne Pasta (4 oz, 200 cal)*

*Spaghetti (4 oz, 170 cal)*

*Marinara Sauce with Meatballs (4 oz, 100 cal)*

*Alfredo Sauce (8 oz, 320 cal)*

*Roasted Vegetables (4 oz, 45 cal)*

*Tray of Assorted Freshly Baked Cookies*

*Iced Tea & Iced Water*

## Traditional Buffet:

*Mixed Greens with Croutons (4 oz, 25 cal)*

*Ranch (1 oz, 50 cal)*

*Balsamic Vinaigrette (1 oz, 100 cal)*

*Dinner Rolls and Butter Chips (1 roll, 80 cal)*

*Grilled Lemon Chicken Breast (3 oz, 100 cal)*

*Rice Pilaf (4 oz, 160 cal)*

*Roasted Vegetables (4 oz, 45 cal)*

*Tray of Assorted Dessert Bars (1 bar, 150- 380 cal)*

*Iced tea and Iced water*

# Receptions

*Custom Menus Available Upon Request*

## *Reception Services Include*

*Delivery, Set-Up & Clean-Up. Standard linens for food and beverage tables and up to 15 guest tables.*

*Premium Plastic Service Ware. Food identifiers.*

*Staffing is dependent upon level of service desired and menu. Additional attendant is available for \$20.00/per hour.*

*18% Admin. fee and 11.3% tax will be added to the total bill.*

## *Hot Hors D'oeuvres*

*Chipotle Maple Bacon-Wrapped Chicken (1 oz, 50 cal)*

*Coconut-Crusted Chicken with Orange Dipping Sauce (1 oz, 50 cal)*

*Sausage-Stuffed Mushrooms (3 caps, 50 cal)*

*Beef Satay with Sweet & Spicy Sauce (1 skewer, 110 cal)*

*Spanakopita (1 pastry, 45 cal)*

*Crab and Risotto Balls (1 ball, 80 cal)*

*Maple-Glazed Apple Rumaki (1 rumaki, 60 cal)*

*Mini Ham Biscuits with Mustard Sauce (1 biscuit, 150 cal)*

*Ham & Cheese Pinwheels (1 pinwheel, 50 cal)*

*Fried Vegetable Eggrolls with Spicy Dipping Sauce (1 eggroll + sauce, 310 cal)*

*Mini Cocktail Meatballs- Choice of Swedish (2 meatballs, 90 cal), Barbecue (2 meatballs, 110 cal), or*

*Sweet & Sour (2 meatballs, 130 cal),*

## *Cold Hors D'oeuvres*

*Assortment of Finger Sandwiches- Ham Salad (1 sandwich, 70 cal), Chicken Salad (1 sandwich, 90 cal), Tuna Salad (1 sandwich, 80 cal), Egg Salad (1 sandwich, 70 cal)*

*Mini Curried Chicken Tarts (1 cup, 140 cal)*

*Corn Blini with Smoked Salmon and Chive Butter (1 blini, 50 cal)*

*Sundried Tomato and Gorgonzola Bruschetta (1 slice, 110 cal)*

*Roasted Garlic Hummus and Smoked Salmon Bruschetta (1 slice, 120 cal)*

*Cucumber Rounds with Feta and Tomatoes (1 round, 30 cal)*

*White Bean Crostini (1 crostini, 70 cal)*

## *Dips & Displays*

*Shrimp Cocktail with Cocktail Sauce (1 shrimp, 110 cal) - \$28.75/dozen*

*Fresh Vegetable Crudité's with Ranch Dressing (4 oz, 90 cal) - \$2.00/person*

*Seasonal Sliced Fresh Fruit Tray (4 oz, 60 cal) - \$3.00/person*

*Assorted International & Domestic Cheeses and Crackers (4 oz, 80-200 cal) - 4.00/person*

*Antipasto Platter with Baguette and Crackers (4 oz, 90-250 cal) - \$4.00/person*

*Warm Spinach & Artichoke Dip with Pita and Bagel Chips (3 oz, 180 cal) - \$1.50/person*

*Spinach and Crab Dip with Baguette Rounds (3 oz, 210 cal) - \$3.00/person*

*Tzatziki Cucumber Yogurt Dip with Pita Chips (3 oz, 60 cal) - \$1.75/person*

*Hummus with Pita Chips (3 oz, 55 cal) - \$1.75/person*

*Baba Ghanoush with Pita Chips (3 oz, 130 cal) - \$1.75/person*

# Reception Buffet Selections

Prices are per entrée and include: Dinner Rolls, Butter, Iced Tea, Iced Water, One Salad, One Starch, One Vegetable, and Two Desserts. Linen for the food and beverage tables and up to 15 guest tables is also included.

Each additional entrée is \$5.50/per person, added to the cost of the highest priced entrée selected. Entrees may be ordered in lunch or dinner sized portions. These prices are for buffets. For served meals add \$3.00 per person.

## Entrée

Chicken Piccata (1 breast, 380 cal)

Rosemary Chicken (1 breast, 160 cal)

Chicken Sorrento (1 breast, 280 cal)

Chicken Cordon Bleu (1 breast, 420 cal)

Pork Tenderloin with Mango Salsa (4 oz, 180 cal)

Pork Chop with Apple Chutney  
(4 oz, 275 cal)

Marinated Grilled New York Strip Steak  
(4 oz, 180 cal)

Bourbon and Brown Sugar Flank Steak  
(4 oz, 190 cal)

Steak Au Poivre (4 oz, 380 cal)

Filet Mignon (4 oz, 450 cal)

Baked Halibut with Herbed and Citrus Butter  
(4 oz, 120 cal)

Broiled Salmon with Balsamic Glaze  
(4 oz, 280 cal)

Macadamia Nut Crusted Mahi Mahi  
(4 oz, 220 cal)



### ***Salad Selections*** (Choose One)

*Spring Mix with Tomatoes, Cucumbers, Carrots and Two Salad Dressings (1 salad, 100 cal)*

*Spinach Salad with Dried Cranberries, Oranges, Candied Pecans and Two Salad Dressings (1 salad, 140 cal)*

*Caesar Salad with House-made Croutons, Parmesan Cheese and Caesar Dressing (1 salad, 250 cal)*

*Potato Salad (4 oz, 100 cal)*

*Seasonal Fresh Fruit Salad (4 oz, 45 cal)*

*Cole Slaw (4 oz, 90 cal)*

*Pasta and Vegetable Salad (1 salad, 170 cal)*

### ***Starch Selections*** (Choose One)

*Whipped Potatoes (4 oz, 150 cal)*

*Baked Sweet Potato (1 potato, 120 cal)*

*Roasted Red Potatoes (4 oz, 140 cal)*

*French Fries (4 oz, 260 cal)*

*Steamed White Rice (4 oz, 130 cal)*

*Rice Pilaf (4 oz, 220 cal)*

*Wild Rice (4 oz, 160 cal)*

### ***Vegetable Selections*** (Choose One)

*Green Beans Amandine (4 oz, 40 cal)*

*Glazed Carrots (4 oz, 60 cal)*

*Steamed Broccoli (4 oz, 40 cal)*

*Roasted Seasonal Vegetables (4 oz, 50 cal)*

*Sweet Corn (4 oz, 100 cal)*

### ***Desserts*** (Choose Two)

*Apple Pie (1 slice, 330 cal)*

*Berry Pie (1 slice, 320 cal)*

*Double Chocolate Layer Cake (1 slice, 350 cal)*

*Red Velvet Layer Cake (1 slice, 450 cal)*

*Pineapple Upside Down Cake (1 slice, 350 cal)*

*Triple Chocolate Brownies (1 brownie, 380 cal)*

*Assorted Dessert Bars (1 bar, 210 cal)*

*Assorted Cookies (1 cookie, 190 cal)*

# Wedding Packages

*All wedding package menus include Dinner Rolls, Butter, Iced Water, Iced Tea (upon request), and Coffee.*

*China service ware and standard linen is provided with full table settings.*

*Cake cutting service will be provided at no cost.*

*All catered events will incur an 18% administrative fee and applicable sales tax.*

*We plan the staffing for your event based on the number of guests, type of service, menu and location. If you require extra staff or services additional charges will be applied to your bill.*

## Grand Wedding Package

*Served Dinner @ \$45.00/person*

### Stationary Hors d'oeuvres

*Domestic and Imported Cheeses with Berries and Grapes Served with Crackers  
(4 oz, 380 cal)*

*Warm Spinach & Artichoke Dip with Pita and Baguette Chips (3 oz, 180 cal)*

### Butlered Hors d'oeuvres

*Mini Crab Cakes (1 cake, 70 cal)*

*Mini Caprese Salads on Skewers (1 skewer, 200 cal)*

*Pulled Pork with Savory Slaw on Toast (4 oz, 120 cal)*

### Salad

*Mixed Greens with Candied Walnuts, Cherry Tomatoes, Dried Cranberries and Feta  
Dressed with Honey Lime Vinaigrette (1 salad, 140 cal)*

### Entrée

*Combination of Seared Sea Bass and Beef Tenderloin with Asparagus Bundle  
and Herb Roasted Fingerling Potatoes (1 entrée, 450 cal)*

# UMW Classic Wedding Package

## *Served Dinner*

### *Stationary Hors D'oeuvres*

*Fresh Vegetables with Ranch Dip (4 oz, 60 cal)*

*Domestic and Imported Cheeses with Crackers (4 oz, 380 cal)*

*Warm Spinach & Artichoke Dip with Pita Chips (3 oz, 180 cal)*

### *Salad*

*Classic Caesar with House-made Croutons, Parmesan Cheese and Cherry Tomatoes  
Dressed with House-made Caesar Dressing (1 salad, 250 cal)*

### *Entrée*

*Combination of Grilled Rosemary Chicken and Flank Steak with Roasted Red Pepper Sauce  
Served with Sautéed Julienne Vegetables and Garden Blend Wild Rice (1 entrée, 500 cal)*

# Premium Wedding Buffet Package

## **Buffet Dinner**

*Bride and Groom Favorite*

### Stationary Hors D'oeuvres

*Seasonal Sliced Fresh Fruit Display (4 oz, 45 cal)*

*Bruschetta with Olive Tapenade and Baba Ghanoush Served with Pita Chips, Toasted Baguettes and Crackers (3 oz, 130 cal)*

### Butlered Hors d'oeuvres

*Sweet Corn and Crab Cakes (1 cake, 80 cal)*

*Sausage-Stuffed Mushrooms (3 caps, 50 cal)*

*Shrimp and Cucumber Canapes (1 canape, 60 cal)*

### Salad

*Spring Greens with Roasted Vegetables Dressed with Tomato Basil Vinaigrette (1 salad, 100 cal)*

### Entrée

*Chef-Attended Beef Tenderloin Carving Station (1 serving, 110 cal)*

*Roasted Salmon with Lemon Dill Butter (1 fillet, 370 cal)*

*Eggplant Roulade with Basil Marinara (1 serving, 300 cal)*

*Sautéed Julienne Vegetables (4 oz, 30 cal)*

*Rustic Garlic Mashed Potatoes (4 oz, 170 cal)*

# *Casual Wedding Buffet Package*

## *Buffet Service*

### *Stationary Hors d'oeuvres*

*Fresh Vegetable Crudité (4 oz, 60 cal)*

*International and Domestic Cheeses (4 oz, 380 cal)*

*Warm Spinach & Artichoke Dip (3 oz, 180 cal)*

*Served with Crackers and Pita Chips (2 oz, 80 cal)*

### *Buffet Dinner*

*Spring Mix Garden Salad (1 salad, 80 cal)*

*Ranch Dressing (2 oz, 95 cal)*

*Vinaigrette Dressing (2 oz, 240 cal)*

*Dijon Crusted Chicken with Chardonnay Sauce (1 breast, 100 cal)*

*Sliced Beef Sirloin with Béarnaise Sauce (3 oz, 200 cal)*

*Ravioli Porcini with Sherry Cream (3 ravioli's, 600 cal)*

*Green Beans Amandine (4 oz, 40 cal)*

*Rice Pilaf (4 oz, 220 cal)*

# *Beverage Services*

## *Hosted Bars*

*We offer three types of Hosted Bars: Open Bars, Consumption Bars and Cash Bars.*

*Standard Bar Service is for 4 hours: 1 hour for set-up and clean-up and 3 hours of service at your event.*

*Bars include one bartender per 75 guests.*

### *Open Bars*

*Provides unlimited alcoholic and non-alcoholic beverages at no charge to your guests at a hosted bar. You are charged a set rate per person for the total number of guests attending your event (excluding children)*

#### *Open Bar Rates*

*Top Shelf Bar - \$26.00/person*

*Premium Bar - \$24.00/person*

*Wine and Beer - \$22.00/person*

### *Consumption Bars*

*You select the types of alcoholic and non-alcoholic beverages you would like served at your event. Your guests enjoy these beverages without charge from our hosted bar. You are then billed for the actual amount of alcoholic and non-alcoholic beverages consumed by your guests during the event. Charges are per drink and will vary depending upon the beverage brands you select for your bar service.*

*There is a minimum sales requirement of \$200 for Consumption Bars.*

*If this minimum is not met you will be charged a bartender fee.*

### *Cash Bars*

*You select the types of alcoholic and non-alcoholic beverages you would like served at your event. Your guests may purchase beverages from the bar for cash or, in some cases, with credit cards.*

*There is a minimum sales requirement of \$200 for Consumption Bars.*

*If this minimum is not met you will be charged a bartender fee.*