

The City College of New York Catering Event Order



Date of Request: *Tuesday, March 11, 2025*

Date of Event: TBD

Please submit your requests 14 days prior to your event date. Events will be confirmed no later than 7 days prior the event date. Final counts will be given 5 days prior to the event date.

Event Name: *ASCE Senior Day*
Event Start: *TBD*
Event Contact: *Kevin Villon* Phone: [Redacted]
Contact Email: [Redacted]

Location of Event: *Pick Up*
Setup Time: *TBD* Bars Open Time: [Redacted]
Ending Time: *N/A Pick Up*
Breakdown Time: *N/A Pick Up*

Final Count	24
Extra to Prepare	0
Actual Served	
Service Staff	0
# of Tables	
# of Chairs	
Payment Type	Invoice

Items	Price
2 dozen Assorted Donuts (2 x \$16)	\$32.00
2 dozen Assorted Cookies (2 x \$10)	\$20.00
24 Mini Soft Pretzels with Honey Mustard (24 @ \$0.95)	\$22.80
24 Assorted Soda Cans (24 @ \$1.00)	\$24.00
24 Bottled Water (24 @ \$1.05)	\$25.20

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Additional Comments

See Floor Plan For Set-Up & Details.

Tableware	Paper
Napkin	Paper
Utensils	Plastic
Linen	Cloth
Type of Service	Self-Bufferet
Buffet Tables	Rectangle
Buffet Linens	Yes

Cost Recap	
Food	\$124.00
Labor	
Discount	
Supplies	\$ -
Buffet Linen	\$ -
Total	\$124.00