

EXHIBITOR MENU



KAY BAILEY HUTCHISON
CONVENTION CENTER DALLAS



Welcome to Dallas!

Welcome to Dallas a world-renowned destination for food, wine and free-spirited fun – where the natural beauty and entertainment options are matched only by the warmth and energy of an exciting community.

We are thrilled to be your exclusive hospitality partner at the Kay Bailey Hutchison Convention Center Dallas. Our style is collaborative and our Dallas team is delighted to work with you to ensure your experience here in this special location is smooth, successful and enjoyable. We are committed to delivering the finest food, amenities and service to impress your guests.

Much of our success comes from our attention to the important details that create truly welcoming experiences. From fresh, locally-sourced and quality ingredients to crisp, sincere and attentive service, our goal is to provide world-class hospitality for every one of our guests.

Whatever your needs, whether hosting attendee receptions, supplying convenient meals for your booth staff or creating custom menus for unique occasions, we are dedicated to helping you achieve extraordinary results. Please give us a call to start the planning process today!

Here's to your successful event in Dallas,

Donna Vandiver

Donna Vandiver, Senior Catering Manager
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SERVICE DIRECTORY

Exhibitor Booth Catering

214.743.2404

Catering Fax Line

214.743.2515

Gluten Free Items (GF)

These selections are prepared to exclude gluten from the list of ingredients. Please notify us if you have a gluten allergy.

We do not operate a dedicated gluten-free, or allergen-free preparation and service space. Dishes made on-site are prepared on shared equipment, and may come into contact with products containing gluten and common allergens such as nuts.



A LA CARTE MENUS



A LA CARTE

BEVERAGES

All services include the appropriate condiments, cups and napkins.

Freshly Brewed Coffee 174

Three gallon units
(approximately 40 cups)

Freshly Brewed Decaffeinated Coffee 174

Three gallon units
(approximately 40 cups)

Keurig K-Cups Coffee Service (per day) 265

Includes machine rental, first 50 K-Cups with sweeteners, creamers, bio-degradable cups, lids, sleeves and napkins

Additional K-Cups (50 ct) 225

Client to arrange for 110v 20amp electrical.

Starbucks Coffee Package (per day) 875

(14) Gallons of Starbucks Coffee with (154) 12 oz. Starbucks cups/lids, napkins, stirrers, sugar and creamers with (4) flavored syrups

Additional Gallons of Starbucks Coffee (per gallon) 63



A LA CARTE

BEVERAGES

All services include the appropriate condiments, cups and napkins.

Herbal Tea Three gallon units (approximately 40 cups)	185	Fruit Punch Three gallon units (approximately 40 cups)	120	Bottled Water (per case of 24)	90
Freshly Brewed Iced Tea Three gallon units (approximately 40 cups)	120	Assorted Individual Fruit Juices (per case of 24)	96	Sparkling Water (per case of 24)	96
Lemonade Three gallon units (approximately 40 cups)	120	Assorted Soft Drinks (per case of 24)	90	Hydration Station (3 gallons) Choose one from the list below: Cucumber mint, limon, peach jalapeño, strawberry mint, strawberry basil and pineapple orange	125
Jalapeño Lemonade Three gallon units (approximately 40 cups)	130	Assorted Bottled Snapple® (per case of 24)	108		



A LA CARTE

FROM THE BAKERY

All services include the appropriate condiments, disposable plates, cutlery and napkins.

Assorted Fresh Baked Muffins (dozen)	46	Freshly Baked David's® Assorted Gourmet Cookies (dozen)	55	Assorted Macaroons (three dozen)	80
Assorted Bagels with Cream Cheese, Butter (dozen)	47	Double Fudge Brownies (dozen) Fudge/Walnut	45	Custom Logo Sugar Cookies	Market Price
Assorted Danish (dozen)	46	Gourmet Cupcakes (dozen)	46	Chocolate Covered Strawberries (three dozen)	140
Assorted Croissants (dozen)	56	Jumbo Almond and Chocolate Dipped Biscotti (dozen)	50	Full Sheet Cake (100 slices approximately)	250
Assortment of Scones (dozen)	48.50			Full Sheet Cake with Custom Logo Ask for details	NA
Assorted Sliced Breakfast Breads (serves approximately 8)	46				



A LA CARTE

FROM THE PANTRY

All services include the appropriate condiments, disposable plates, cutlery and napkins.

Sliced Seasonal Fruits and Berries with Dip 155
(serves 20)
With toasted coconut and vanilla bean yogurt

Individual Assorted Fruit Yogurt (dozen) 51

Whole Fresh Fruits (GF) (dozen) 42

Hard Candy (two pounds) 30
Assortment of individually wrapped hard candies

Granola Bars (24 pieces) 90

Tortilla Chips Served with Salsa and Guacamole 190
(serves approximately 20)

Potato Chips and Dips 110
(serves approximately 20)

Lays Potato Chips 220
(Case of 104, 1 oz. bags)

Mrs. Vickie's Gourmet Potato Chips 170
(Case of 60, 1 oz. bags)

Individual Bags of Pretzels 190
(Case of 88, 1.5 oz. bags)

Salted or Honey Roasted Peanuts 315
(Case of 144, 1 oz. bags)

Trail Mix 310
(Case of 72, 2 oz. bags)



LUNCH MENUS



LUNCH

BOXED LUNCHES

Prices listed are per guest.

All boxed lunches are served with gourmet chips, chocolate chip cookie or brownie and a soda or bottled water.

Traditional 23.50

Selection of sandwich on a freshly baked cracked wheat hoagie:

- Turkey and Swiss cheese
- Roast beef and cheddar cheese
- Ham and cheddar cheese
- Grilled vegetables

Gourmet Wrap 26.50

Selection of gourmet wrap sandwich served with pasta salad:

- Southwest roast beef with grilled peppers
- Oven roasted turkey with pesto
- Grilled vegetables

Gourmet Salad 25.50

Selection of gourmet salad, freshly baked roll and butter:

- Barbecue chicken salad with red onions, red bell peppers, cheddar cheese, black beans and honey-mustard dressing
- Southwest chicken Caesar salad with grilled chicken breast over romaine lettuce, queso fresco, cherry tomatoes, tortilla croutons and chipotle-Caesar dressing
- Beef fajita salad with iceberg lettuce, bell peppers, onions and corn, topped with Jack cheese and chipotle-ranch dressing

Grilled Chicken Breast 28

- Served on ciabatta bread with oven-dried tomatoes, herb aioli, roasted vegetable salad and chips



LUNCH

EXHIBIT BOOTH DELI LUNCHEONS

All deli luncheons are served with disposable plates, cutlery, napkins, and appropriate condiments.

Each selection serves approximately 18 guests.

Italian Submarine Sandwich 200

Salami, Italian bologna, cappicola, provolone cheese, lettuce and tomato. Italian dressing or mustard and mayonnaise on a 3 foot loaf of crusty French bread

Platter of Assorted Mini Sandwiches 175

Forty mini sandwiches to include turkey, roast beef and ham

Garden Salad (GF) 110

Mixed field greens, tomatoes, carrot curls and cucumbers. Choice of ranch, Italian or blue cheese dressings

Chicken Caesar Salad 200

Crisp Romaine lettuce, sliced breast of chicken, garlic croutons. Traditional Caesar dressing and garlic sticks

Health Salad 210

Baby kale, tofu, quinoa, raisins, carrots, chickpeas and cucumbers with lemon-herb vinaigrette



RECEPTION MENUS



RECEPTION

COLD HORS D'OEUVRE

Prices listed are per piece.
Minimum of 50 pieces per selection.

Antipasto Skewers 7

With sweet basil pesto

Poached Jumbo Shrimp 7.25

With southwest cocktail
sauce and lemon wedges

California Rolls (GF) Market Price

With wasabi, pickled
ginger and soy

Gulf Shrimp Ceviche Shooters 6

Tomato Bruschetta 4.50

With herbed croustades

House-Smoked Chicken 5.25

With tortilla rounds with
avocado purée



RECEPTION

HOT HORS D'OEUVRE

Prices listed are per piece.
Minimum of 50 pieces per selection.

Beef Brochettes	6.50	Thai Chicken Spring Rolls	6.50
With Southwest catsup		With ponzu sauce	
Beef Empanadas	6.50	Mini Quesadillas	5.50
Argentine style		Smoked chicken filling	
Vegetable Spring Rolls	5	Mini Crab Cakes	7.50
With sweet soy dipping sauce		With spicy Cajun rémoulade	
Texas White Wings (GF)	6.50	Southwest Spiced Chicken Saté (GF)	6.50
Chicken and jalapeños wrapped in bacon		Chipotle dipping sauce	
		Brisket/Pepper Jack Spring Rolls	6.50



RECEPTION

RECEPTION DISPLAYS

Display serves approximately 20 guests.

Imported and Domestic Cheese Display 185

Garnished with seasonal fruit, sliced baguettes and assorted crackers

Sliced Seasonal Fruits and Berries with Dip (GF) 155

With toasted coconut and vanilla bean yogurt

Fresh Vegetable Crudité's Display (GF) 145

With Chipotle-infused ranch and blue cheese dips



EXHIBITOR FAVORITES



EXHIBITOR FAVORITES

BOOTH ATTRACTIONS

Tables and electrical power required for any equipment will be the responsibility of the customer.

David's® Gourmet Chocolate Chip Cookie Station 550**

(per day)

To include: Chocolate chip cookies (160 each), David's oven, napkins and appropriate supplies

A one-time set-up fee of \$150

Additional David's® Cookies 250

(per case of 160, 2 oz cookies)

Client to supply: Electricity, 4x4 workspace, trash removal & clean up. A Booth Attendant is required to bake and distribute the product to your guests.

Popcorn Cart (GF) (per day) 550**

To include: (1) Popcorn machine and (24) nap packs. All supplies: (240) popcorn bags and napkins

Each nap pack includes pre-measured popcorn and oil for machine usage, 10 servings per nap pack

A one-time set-up fee of \$150

Additional Bags of Popcorn & Nap Packs 100

(per case of 240 bags and 24 nap packs)

Client to supply: 110-volt single phase (15) amp, 4x4 workspace, trash removal & clean up. A Booth Attendant is required to pop the corn and distribute the product to your guests.

CAPPUCCINO SERVICE PROVIDED BY EXPRESS KAFEH

Essential Package (per day) 1,295

To include 4 hours of service, 300 cups, napkins, stirrers, sugar and creamer
Espresso machine, grinder, 100% Arabica regular and decaf espresso beans

Deluxe Package (per day) 2,195

To include 8 hours of service, unlimited cups, napkins, stirrers, sugar and creamer
Espresso machine, grinder, 100% Arabica regular and decaf espresso beans

Custom Logo/Branded coffee sleeves
(14 -day notice is required) 75 on any rush orders

Riddle Machine, DaVinci syrups to flavor any espresso drink, hot teas, and hot chocolate

A one-time set-up fee of \$150

Additional Servings (each) 3.25

Add-Ons – Available

Client to supply: 110v 20amp, 4x4 workspace, trash removal & clean up.

A Booth Attendant is required. *Ask for details.



EXHIBITOR FAVORITES

BOOTH ATTRACTIONS continued

Ice Cream Cart** (per day) 525

To include:

Ice cream cart and 115 assorted ice cream novelties

A one-time set-up fee of \$150

Additional Standard Ice Cream Novelties (each) 4.50

Client to supply:

Electricity | 4x4 workspace | trash removal & clean up

Maui Wowi Smoothie Station** (per day) 525

To include:

Smoothie blender and 134, 8 oz. made to order fruit smoothies

A one-time set-up fee of \$150

Additional Made to Order Smoothies (each) 4

Client to supply:

Electricity | 4x4 workspace | trash removal & clean up

A Booth Attendant is required.



BEVERAGE MENUS



BEVERAGES

HOSTED FULL SERVICE BAR

The following special beverage service can be ordered for your exhibit booth with Show Management's approval.

Premium Brand Cocktails (by the cocktail)	9.50
Deluxe Brand Cocktails (by the cocktail)	8.50
Imported and Microbrew Beers (case of 24) Heineken, Corona Extra, Stella Artois, Shiner Bock, Sam Adams	156
American Premium Beer (case of 24) Budweiser, Bud Light, Miller Lite, O'Doul's, Coors Light	132
Assorted Soft Drinks (case of 24)	90
Bottled Spring Water (case of 24)	90

INDIVIDUAL PRICED ITEMS

Draft Beer – Keg (by the keg)

- **American Premium** 525
Budweiser, Bud Light, Miller Lite, Coors Light
- **Imported and Microbrew** 675
Heineken, Shiner Bock, Sam Adams

*Client is responsible for the necessary space and electrical requirements for keg service in the booth. Power requirements are 110 volt/20amp power supply per keg Perlick.

House Wine by the Bottle 35

Serves approximately five glasses per bottle

Canyon Road, Chardonnay
Cavit, Pinot Grigio
Frontera, Cabernet Sauvignon
Two Vines, Merlot

A Catering Bartender is required for all alcoholic beverage events.



BEVERAGES

WATER SERVICES

Water Cooler Rental 185

To include one, 5-gallon container of spring water
Price listed is for the entire duration of the show
Power Requirements: 110volt/20amps/single phase

Additional Five-Gallon Containers of Spring Water 48

Cups included

Cubed Ice (20 lbs) 17.50

PERSONNEL

Based upon a minimum requirement of 4 hours

Booth Attendant (Server) for Your Booth 150

Additional hours above the required minimum 30

Bartender for Your Booth 225

Additional hours above the required minimum \$48



INFORMATION



GENERAL INFORMATION

POLICIES AND PROCEDURES

As Kay Bailey Hutchison Convention Center Dallas's exclusive caterer, we are renowned for our impeccable, world-class service, truly delectable cuisine and superb selection of menus that can be customized to any event or special occasion. Whether it's a casual brunch, an elegant sit-down dinner or a reception featuring vibrant international cuisine, our culinarians will use only the finest and freshest ingredients to create a truly extraordinary dining experience for you and your guests.

In keeping with attention to every detail, we offer the following information to facilitate your planning. Count on your dedicated catering sales professional to assist you in your pre-planning activities and communicate your goals to our operations team. Together, we will execute all services to your delight and satisfaction.

Exclusivity

Catering maintains the exclusive right to provide all food and beverage in the Kay Bailey Hutchison Convention Center Dallas. All food and beverages, including water, must be purchased from us.

Food and Beverage Pricing

A good faith estimate of food and beverage prices will be provided six (6) months in advance of the event's start date and will be confirmed at the signing of the contract. Due to fluctuating market prices, however, we reserve the right to make product substitutions based on specific commodity price increases.

Service Charges and Tax

A 22% "House" or "Administrative" charge will apply to all food and beverage charges. Current state and local sales taxes apply to all food, beverage, labor charges, equipment rentals and service charges, and are subject to applicable tax laws and regulations.

The "House" or "Administrative" charge of 22% is added to your bill for this catered event/function (or comparable service) which is used to defray the cost of set up, break down, service and other house expenses. No portion of this charge is distributed to the employees providing the service. You are free, but not obligated to add or give a gratuity directly to your servers.

If the customer is an entity claiming exemption from taxation in the state where the facility is located, the customer must deliver to catering satisfactory evidence of such exemption thirty (30) days prior to the event in order to be relieved of its obligation to pay state and local sales taxes.

GENERAL INFORMATION

POLICIES AND PROCEDURES continued

Payment Policy

A 90% deposit of the estimated catering spend along with the signed banquet contract is due (30) days prior to the start of your first catering service. The remaining balance will be due five (5) business days prior to the start of your first catering service in accordance to your final guarantees due date. A 100% deposit of the estimated catering spend will be due upon receipt of the banquet contract if inside the (30) day advance deposit period.

Customer shall, within (10) business days from the Final Invoice date, advise catering in writing of any discrepancies so that they may be reviewed, and the proper adjustments be made if necessary. After the review period, the invoice will be considered correct, and the remaining balance will be due within (15) days. Any remaining balance after this time, will be subject to interest at the monthly rate of 1.5% (or, if lower, the maximum legal rate).

Linen Service

Catering provides its in house linen for all meal functions with our compliments. Additional linen fees will apply for specialty linens. Please consult with your Event Services Manager for linen needs for meetings without meal services.

Supplemental Staffing

- Butler, Attendant or Additional Server Fee – \$150 plus tax for up to four (4) hours. Minimum of four (4) hours per attendant. \$35 plus tax for each additional hour after initial four (4) hour period
- Culinary Professional Fee – \$225 plus tax for up to four (4) hours. Minimum of four (4) hours per attendant. \$48 plus tax for each additional hour after initial four (4) hour period
- Bartender Fee – \$175 plus tax for up to four (4) hours. Minimum of four (4) hours per attendant. \$48 plus tax for each additional hour after initial four (4) hour period
- Additional fees may apply to orders with guest guarantees lower than stated minimums. All labor fees listed are based on a minimum requirement of four hours. Additional fees may apply for special events requiring staffing over industry standards.

Delayed or Extended Service

On the day of your event, if the agreed upon beginning or ending service time of your meal changes by 30 minutes or more, an additional labor charge will apply.

Should your event require extended pre or post service or stand by time, often necessitated by high functions, an additional labor charge will apply.

GENERAL INFORMATION

POLICIES AND PROCEDURES continued

Guarantees

The customer shall notify catering, not less than five (5) business days (excluding holidays and weekends) prior to the contracted service, the minimum number of persons the customer guarantees will attend the event (the "Guaranteed Attendance"). There may be applicable charges for events with minimal attendance.

If customer fails to notify catering of the guaranteed attendance within the time required, (a) we shall prepare for and provide services to persons attending the event on the basis of the estimated attendance specified in the BEO's, and (b) such estimated attendance shall be deemed to be the guaranteed attendance.

Catering will be prepared to serve five percent (5%) above the guaranteed attendance, up to a maximum of 30 meals (the overage).

- If this overage is used, the customer will pay for each additional person at the same price per person/per item, plus applicable service charges and sales tax.
- Should additional persons attend the event in excess of the total of the guaranteed attendance plus the overage, we will make every attempt to accommodate such additional persons subject to product and staff availability. Customer will pay for such additional persons and/or a la carte items at the same price per person or per item plus the service charge and local taxes.

- Should the guaranteed attendance increase or decrease by 33% or more from the original contracted number of guests, an additional charge of 20% per guaranteed guest may apply.

Meal functions of 2,500 and above are considered "Specialty Events" and may require customized menus. Your catering sales professional and our executive chef will design menus that are logistically and creatively appropriate for large numbers. In certain cases, additional labor and equipment fees may be applied to successfully orchestrate these events.

The guaranteed attendance shall not exceed the maximum capacity of the areas within the facility in which the event will be held.

Holiday Service

There will be an automatic additional labor fee for food and beverage service or preparatory days on the following Federal holidays: New Year's Eve and Day, Martin Luther King Jr. Day, President's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day and Christmas Day.

At the time of booking the event(s), catering will notify the customer of estimated labor fees based on the information supplied by the customer.

GENERAL INFORMATION

POLICIES AND PROCEDURES continued

China Service

In all carpeted meeting rooms and ballrooms, china service will automatically be used for all meal services, unless our high-grade and/or compostable disposable ware is requested.

All food and beverage events located in the exhibit halls and non-carpeted areas with the exception of plated meals, are accompanied by high-grade and/or compostable disposable ware. If china is preferred, the following fees will apply:

- Breakfast, lunch, receptions and dinners: \$2.00++ per person, per meal period.
- Refreshment or coffee breaks: \$2.00++ per person, per break.

Concession Service

Sales Minimums may apply. Appropriate operation of concession outlets will occur during all show hours, starting ½ hour before doors open to the event. Catering reserves the right to determine which carts/outlets are open for business and hours of operation pending the flow of business.

For additional concession carts/fixed outlets, a minimum guarantee in sales is required per cart/outlet or customer will be responsible for the difference in sales per outlet/cart.

Security

At the discretion of the Kay Bailey Hutchison Convention Center Dallas, in order to maintain adequate security measures, the customer may be required to provide security for certain functions. Security personnel will be at the customer's sole expense. Please consult your event manager for details.

Thanks to our Local Suppliers:

Massimo's Bakery
Willow Bend Bakery
Signature Baking



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