

## Harrison's Eat Well Catering Frequently Asked Questions

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***How do I place a catering order?***

There are three easy ways to place a catering order. (1) Fill out the online inquiry form, (2) email us at [eatwell@harrisonsmenu.com](mailto:eatwell@harrisonsmenu.com), or (3) call us at 814-237-4422. Just let us know what you have in mind and we will direct you to the correct sample menus and get your order set up.

***Is Harrison's on the Penn State approved caterer's list?***

Yes – for both food and for alcohol service. We do many events for Penn State groups from lunch to VIP receptions to tailgates, with alcohol and without.

***How far in advance do I need to place my catering order?***

We recommend placing your order as soon as you decide to cater your event. If you are not ready to decide on your menu, we can still put you on our calendar to reserve the staffing and time that you need.

If you are planning a last-minute delivery we can usually assist with as little as 24 hours notice. However, usually require at least 72 hours notice for new orders. Please keep in mind that during particularly busy times, more notice may be required. We do occasionally book up for particularly busy days and stop accepting orders.

***Do you have order minimums?***

Our delivery minimum is \$250, but we are able to accept smaller orders if we have other orders going out at the same time as your requested delivery.

***Where can I find the catering menus?***

All of our catering sample menus can be found online at: [harrisonseatwellcatering.com](http://harrisonseatwellcatering.com)  
Please call or email if you would like us to send you a copy of our menus.

***Do you provide delivery?***

Delivery service is available within the State College area; a \$25 delivery fee will be added to your order (higher delivery fees will be added to orders outside the State College area, please contact us for pricing)

***I've looked at your sample catering menus, but I don't see exactly what I'm looking for. Do you make special request items?***

Our sample menus reflect popular choices for traditional and unique tastes and help with getting a sense of what you are looking for. We're always happy to discuss off-menu items, and see if it is something that our kitchen is able to do.

***What's included in my order? Do you provide an option of heating equipment, utensils, serving items, napkins, and beverages?***

For deliveries and pickups, we are able to include serving items and utensils and beverages upon request for an additional fee. These are priced separately so people may choose to have them or not have them, rather than being included in the price. Heating equipment is only available for events with service.

***What do I do if I need to make a change to my order or my guest count changes?***

We are able to make changes to your menu and guest count up until 72 hours before your order. Last minute updates will be accommodated as we are able to and may result in additional fees.

***Do you require for a deposit?***

A 25% deposit is required for private customer orders over \$500. A credit card for confirmation is required for orders under \$500 and for all corporate/institutional customers.

***What will my event cost?***

Every menu is a custom menu. We strive to provide you with exactly what you need for your special event, mixing and matching menu items to suit your and your guests' tastes and dietary needs. For this reason, it is difficult to give an estimate of cost before designing the menu. We will gladly work with you to plan out the perfect event within your budgetary needs.

***What factors will affect the overall cost of my event?***

Factors that may affect the cost of catering an event include menu items selected, setup required, number of service attendants, rentals, and length of your event. We advocate designing simple, high quality menus that appeal to both your taste buds and your wallet.

***What do you mean by "amount of service?"***

Just as you are able to customize your menu, you can also customize your service. We can provide you with just the right amount of service to fit your needs and budget.

- **Delivery/Drop-off** –We prepare the food in our kitchen and deliver and drop-off your order to your desired location. Delivery is just \$25 in the State College area.
- **Delivery w/ Setup** –Standard delivery with the buffet fully setup, fitting all containers with the appropriate utensils and opening containers as requested by the host. Delivery with setup is \$49 in the State College area; an automatic gratuity will be added to your order.
- **Full Service** – We provide the food and service for the event. Our catering staff will set up and maintain the buffet (and beverages if you'd like), clear tables, clean up the buffets, and assist with the details of service. Certified bartending service is available. Setup and teardown of tables and chairs is not included in this service.

***What is the cost of service?***

Service attendants cost \$25 per hour, per attendant, plus gratuity (gratuity may vary from 18% - 23%). The number of service attendants needed will depend on the number of guests and style of service.

***Do you provide plated service?***

We love big, colorful displays of freshly prepared food. Our specialty is the upscale-casual buffet (indoors and out), with lots of mingling and moving. To serve a plated meal with restaurant quality, we require commercial kitchen facilities. If your venue has them, we'd be happy to discuss your options. If your venue allows it, on-site grilling is a creative solution to a lack of commercial kitchen facilities. Please keep in mind that a plated meal reception requires much more staff than a buffet-style reception.

***What is the cost of alcohol?***

The PA Liquor Control Board recently changed their regulations, allowing us to resell alcohol at catering events. However, there are additional fees associated with this service which can be discussed in more detail during the preliminary call. It can be more cost-efficient for you to provide all alcoholic beverages while we provide bar set-up and bartenders.

***Do you provide rentals?***

As a small, food-based business, we do not have the storage facilities for large rentals such as tents, tables, and chairs. We can provide china and glassware for smaller events. For larger quantities or large rentals like tents and tables, we recommend Best Event Rental and Pegasus Rental.

***How far do you travel?***

We are typically available to cater events that are in a 30 mile radius of State College/Centre Hall, PA, but please contact us to check our availability if your event is a little further away.

***What are your hours of operation?***

We take new inquiries Monday through Friday between the hours of 9am and 5pm, but you can contact us anytime and we will have a member of our catering team respond to you as soon as possible. Our catering is usually available 7 days a week as requested.

Still have questions? Don't hesitate to contact us at 814.237.4422 or by e-mail at [eatwell@harrisonsmenu.com](mailto:eatwell@harrisonsmenu.com) Thanks for considering Harrison's Eat Well Catering!