

# Eagle Catering

& Event Planning





# *Eagle Catering*

*Thank you for making  
Eagle Catering your first choice.*

*We work diligently to provide all  
of our customers with great service.  
We stand ready to serve and  
accommodate your needs.*

*We can cater at your home, office,  
or another venue of your choice.*

*Eagle Catering Offers three Different Venues:*

*Cole Park Commons Conference Center  
Smokehaus  
Joe Swing Events Center*

*We are all about details:*

*Up lighting  
Chair Covers  
Specialty Linen  
Center pieces  
Planning Services  
Pipe and Drapes  
Action Stations  
And More...*

*We look forward to serving you.*

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## **EVENT COORDINATION**

We recommend that the event point of contact schedule an appointment with the Eagle catering sales representative to discuss and plan the details of the event. This allows us to provide you with the individualized service your special event deserves. Drop-ins are welcome, however, please understand that if we are already scheduled with another appointment or are encumbered with an event in progress, you may be asked to schedule an appointment to come back in order to provide the best service to all of our guests.

One person must be designated the Event Point of Contact (POC) to coordinate all requirements for the event. The POC will be our only point of contact during the event to ensure we have clear direction and your function runs smoothly. Any change(s) to an event must be submitted a **minimum of seven days** prior to the event date. Any changes submitted less than seven days prior to the event may result in additional fees.

## **ROOM RESERVATIONS**

Eagle Catering requires a non-refundable, non-transferable deposit in the amount of \$200.00 to guarantee each catering function. After the initial deposit, the remaining balance will be due seven (7) days prior to the event. *Any additional charges incurred the day/night of the event must be settled at the conclusion of the event.*

## **PRIVATE ORGANIZATIONS/FUNDRAISING**

The Garrison Commander must approve all private organization fundraising events in advance. The Event POC must have written authorization from the Private Organizations Coordinator (270-798-9953), and approval from Garrison Commander prior to acceptance of reservations. No commercial business activities are authorized.

*Use of the Eagle Catering Locations for financial gain is against Army Regulation (i.e. charging for entrance to your event, door cover charge, etc.).*

## **LINENS**

Table lines and napkins are available for rental for your event. A linen charge of \$5.00 per tablecloth, \$2.00 per overlay and \$0.50 per napkin will apply. We can provide a variety of colors and fabric options. Specialty linens are available. Please speak to our Catering Representative for pricing and options.



## FOOD & BEVERAGE SERVICE

### **FOOD & BEVERAGE**

Eagle Catering will provide all food and beverage with the exception of a wedding/anniversary/celebration cake. Outside food and beverage is not permitted in the Eagle Catering locations without consent. For health reasons, food and beverage must be consumed during your event and is not permitted to be removed. Buffet and Reception food items will be available for a 1-½ hour time period agreed upon by the Client and Catering Representative, unless otherwise specified. (AR215-1)

Please notify your Catering Representative by 10:00 a.m. seven (7) days preceding your event to confirm the guaranteed number of guests for your event. **THIS GUARANTEE IS NOT SUBJECT TO REDUCTION OUTSIDE OF SEVEN BUSINESS DAYS.** Eagle Catering will have the product prepared and set up for 5% over this number. Should your guarantee not be received by the specified time, the estimated number initially submitted by you will then become the guarantee. Your guarantee is the minimum charge. If there are meals served above the guarantee, additional charges will apply

We are not responsible for packaging any type of specialty cakes brought into the Eagle Catering facility without previous request.

### **BEVERAGE SERVICE**

Any guest under the age of twenty-one (21) will not be permitted to request or consume alcoholic beverages in any of the Eagle Catering venues. We reserve the right to refuse to serve alcoholic beverages to anyone who we, in our sole discretion, determine is intoxicated, impaired or under the age of twenty-one (21).

No alcoholic beverages may be brought into the Eagle Catering facilities with the exception of GROG. A \$10 corkage fee per bottle will be charged.

Host and cash bars are available for your event. A \$20.00 per hour bartender fee will apply (minimum of 2 hours). *Bar Services only applies only for Eagle Catering venues.*

### **SERVICE CHARGES**

An 18% service charge will be applied to the total sales of food and beverage for an event. Sales tax will not be charged on food, beverage or service charge.

### ***EAGLE CATERING VENUES LIABILITY***

Client agrees to be responsible for any damage to the function room or any other part of Eagle Catering by the client, his/her guests, independent contractors or their agents under the client's control. You will be responsible for complying with any applicable laws, regulations or permitting requirement for any decorations you supply.

Eagle Catering will not permit the affixing of anything to walls, floors, or ceilings, with nails, tacks, staples or tape. Glitter, confetti, rice and birdseed are not permitted. *Your vendors and suppliers may enter the facility no sooner than one-hour prior to your event, unless other arrangements have been made with the Catering Office.*

Eagle Catering will not assume or accept any responsibility for damage to or loss of any merchandise or articles left or property prior to, during, or following a function. Eagle Catering will charge a \$300.00 fee for damages or additional cleaning of the facility beyond normal wear and tear.

Eagle Catering desire is to provide you with the highest attention to make your event, the most unforgettable and stress free day. Eagle Catering offers three different venues with versatile styles, from the rustic vintage Smokehaus Restaurant to the up scale Cole Park Commons Conference Center.

We appreciate your business opportunity to serve you and your invitees.

Looking Forward to serving you,

***Eagle Catering Team***



# *Cole Park Conference Center*



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*Cole Park Commons* is elegantly appointed with spacious banquet rooms and offers a wide variety of culinary delights, boasting superb menus, spectacular buffets and food selections.

Weddings, Rehearsal Dinners, Anniversary Parties, Promotion Parties, Meetings, Conferences, Off-sites, Reunions, and Tradeshows – all planned and orchestrated in a professional and caring manner.

Audio/Visual packages, dance floors and stages are available for your special function.

## *Rooms include:*

<b>Grand Ballroom:</b>	300 Seated, 500 Standing
<b>Mosul:</b>	150 Seated, 250 Standing
<b>Normandy:</b>	80 Seated, 120 Standing
<b>A shau/Bastogne:</b>	60 Seated, 80 Standing
<b>Kandahar:</b>	30 Seated, 40 Standing

*Off-premise catering is also available.*

# *Cole Park Room Rentals*

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Our four party facilities may be rented through the Catering Office of the Cole Park Conference Center. Active Duty and Retired military personnel, Civilian employees and their dependents are eligible to rent the facilities for private parties. Rental fees and availability of all facilities are based on catering services. Cole Park Conference Center has first refusal rights for catered parties in all facilities.

## *Non Official – Private Parties*

<i>Room:</i>	<i>4 Hour</i>	<i>Add 'l Hr.</i>
Grand Ballroom:	\$1000.00	\$200.00
Mosul:	\$500.00	\$100.00
Normandy:	\$200.00	\$40.00
Ashau/Bastogne:	\$150.00	\$35.00
Kandahar:	\$125.00	\$30.00
Ashau	\$100.00	\$25.00
Bastogne	\$100.00	\$25.00

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Non-social functions are authorized the expenditure of appropriated funds to pay for expenses incurred by the Directorate of Family and Morale, Welfare and Recreation (MWR) in support of the Fort Campbell Mission

## *Official Military Functions*

<i>Room:</i>	<i>4 Hour</i>	<i>Add 'l Hr.,</i>
Grand Ballroom:	\$300.00	\$75.00
Mosul:	\$200.00	\$50.00
Normandy:	\$125.00	\$31.25
Ashau/Bastogne:	\$125.00	\$31.25
Kandahar:	\$100.00	\$25.00
Ashau	\$75.00	\$18.75
Bastogne	\$75.00	\$18.75



# Smokehaus



The Smokehaus Restaurant is quietly nestled back in the woods. Enjoy the all-you-choose-to-eat Smokehaus Buffet which includes our smoked meats, award- winning schnitzel, a variety of your favorite home-style entrees and side items, a full soup and salad bar, plus dessert selections.

*Banquet and Lounge Areas are available and can accommodate any type of private party or military function.*

## **OFFICIAL FUNCTIONS**

<b>Room</b>	<b>4 Hours</b>	<b>Additional Hour</b>
Lounge: 200 Seated	\$150.00	\$37.50
Banquet: 60 Seated	\$100.00	\$25.00

## **NON OFFICIAL FUNCTIONS**

<b>Room</b>	<b>4 Hours</b>	<b>Additional Hour</b>
Lounge: 200 Seated	\$300.00	\$37.50
Banquet: 60 Seated	\$200.00	\$25.00
Banquet and Lounge	\$500.00	\$62.50

# Joe Swing Event Center

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Joe Swing Event Center ultimately falls under the direction of Department of the Army. We ask for your understanding, in accordance with established Army Regulations and Directives that special privileges cannot be given to any group(s), to include command sponsored functions that cannot be offered to all patrons.

<i>Room</i>	<i>4 Hours</i>	<i>Add 'l Hour.</i>
Joe Swing (199 Seated) Mon – Thru.	\$300.00	\$25.00
Joe Swing (199 Seated) Fri – Sun	\$500.00	\$50.00
Joe Swing (with Eagle Catering)	\$300.00	

## **CLEANING**

Complete setup, breakdown, and clean up after each function are the responsibility of the person or entity renting the facility. A \$100.00 cleaning deposit must be placed with each booking. This will be refunded back to you after the facility has been checked for damages and proper clean up after your event. Facility management will provide garbage bags for containers. Cleaning the facility includes sweeping the entire building, breakdown of any and all decorations, emptying trash in the designated dumpster outside of the building, wiping down all countertops, washing out and cleaning the sinks, and picking up any debris left outside of the facility on the grounds to include trash and cigarette

## **BREAKFAST SERVICES**

*served with freshly brewed coffee and orange juice*

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### **CONTINENTAL BREAKFAST**

Coffee, Tea & Decaffeinated Coffee

Chilled Orange Juice

Muffins, Danishes and Breakfast Breads

Bagels and Condiments

Fresh Fruit Tray

***\$7.50 / person***

### **AIRBORNE BREAKFAST**

Fresh scrambled eggs

Golden hash browns

Sausage patty and apple wood smoked bacon

Freshly baked biscuits

Fresh Fruit Cup

***\$9.50 / person***

### **AIR ASSAULT BUFFET**

Fresh scrambled eggs

French toast with Hot Maple Syrup or Pancakes with Hot Maple Syrup

Apple wood smoked bacon and sausage patty

Freshly baked biscuits w/ sausage gravy

Assorted Muffins

Skillet Potatoes

***\$10.25 / person***

### ***Service Charges***

*An 18% service charge will be applied to the total sales of food and beverage for an event.*

*Sales tax will not be charged on food, beverage or service charge.*

## **DELI SANDWICHES AND SALADS**

*Meals served with Chips and Cookies*

**\$9.95**

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### **DELI ROAST BEEF / HAM / OVEN ROASTED TURKEY BREAST**

Your choice of thinly sliced roast beef, smoked ham, or oven roasted turkey breast, topped with green leaf lettuce, tomato, American or Swiss cheese, horseradish mayonnaise, on a Kaiser roll.

### **ALL AMERICAN CLUB**

Oven roasted turkey breast, ham, and apple wood smoked bacon, cheddar cheese, green leaf lettuce, tomato, and basil pesto mayonnaise, on a Kaiser roll.

### **CHICKEN CAESAR WRAP**

Marinated Grilled Chicken breast, tossed with romaine lettuce, Asiago cheese, sliced red onion, and house made Caesar dressing wrapped in a spinach tortilla.

### **COBB SALAD**

Freshly mixed garden greens topped with julienne ham and turkey, hard cooked eggs, cheddar and Swiss cheeses, cucumbers, tomatoes, and smoked bacon crumbles. Served with your choice of dressing.

### **PICNIC SERVICES**

*Includes: Cole Slaw, Potato Chips, & Cookies.*

*Beverages are available for an additional price.*

*A Delivery fee will be charge base on Mileage*

Pulled Pork Sandwich

Brisket Sandwich

Fried Chicken Sandwich

### ***Service Charges***

*An 18% service charge will be applied to the total sales of food and beverage for an event.*

*Sales tax will not be charged on food, beverage or service charge.*

## LUNCH BUFFET

(Monday thru Friday)

*Includes: Sweet Tea, Ice Water, Garden Salad w/ Ranch and Italian Dressings and rolls.*

**\$12.95 (40 guests minimum)**

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### ENTREES (Choice of Two)

#### BEEF

Home Style Meatloaf

Roast Beef with Mushroom Gravy (\$1.00 Additional)

Smoked Beef Brisket (\$1.00 Additional)

#### SEAFOOD

Baked Tilapia

Fried Catfish with Tartar Sauce

#### POULTRY

Baked Chicken

Fried Chicken

#### PORK

Roasted Pork Loin with Mushroom Gravy

Tennessee Rubbed Pulled Pork

### SIDE DISHES (Choice of Two)

Vegetable Trio

Glazed Carrots

Buttered Corn

Southern Green Beans

Collard Greens

Country Mashed Potatoes

Wild Rice

#### DESSERT

Cobbler: Apple, Cherry, Peach or Blackberry

### Service Charges

*An 18% service charge will be applied to the total sales of food and beverage for an event.*



## DINNER BUFFET

*Served with Garden Salad, with Italian & Rand Dressings.  
Includes: Sweet Tea, Water and Dinner rolls with Whipped Butter.  
\$17.95 (50 Guests Minimum)*

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### POULTRY

Chicken Marsala  
Chicken Parmigiano  
Chicken Cordon Blue  
Baked or Fried Chicken

### PORK

Pork Loin with Mushroom Cream Sauce  
BBQ Pork Spare Ribs  
Hickory Smoked Pulled Pork  
Glazed Ham

### SEAFOOD

(add \$2.00 per person)  
Baked Cod Florentine  
Fried Catfish  
Grilled Salmon with Lemon Dill Sauce

### BEEF

London Broil with Mushroom Sauce  
Smoked Beef Brisket  
Roasted Beef  
Sliced Prime Rib with Au Jus (*add \$3.00*)

### SIDE DISHES

Green Beans Almandine  
Roasted Vegetable Trio  
Buttered Corn  
Red Skin Garlic Mashed Potatoes  
Herb Roasted Baby Red Potatoes  
Macaroni and Cheese  
Wild Rice

### DESSET

Assorted Cobblers  
Assorted Cake Bites

### PREMIUM DESSERT

(\$2.50/Person)

Pecan Pie  
New York Cheesecake w/ Fruit Topping

*Plated Dinner it will be additional \$2.50 per person.*

*Children Dinner \$8.95 (Ages 4 to 10)*

*For Additional Entrée or Side Dish, please coordinate with the Catering Coordinator*

### Service Charges

*An 18% service charge will be applied to the total sales of food and beverage for an event. Sales tax will not be charged on food, beverage or service charge.*

## HORS D'OEUVRES

*Buffet Style*

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### COLD HORS D'OEUVRES

Assorted Finger sandwiches	\$18.00 (dz.)
Caprese Salad Skewers	\$18.00 (dz.)
Tomato Basil Bruschetta	\$15.00 (dz.)
Jumbo Shrimp on Ice w/ Cocktail Sauce	\$27.25 (dz.)
Crab Salad in English Cucumber	\$75.00 (60 pcs)

### HOT HORS D'OEUVRE

Buffalo, BBQ or Honey BBQ Wings with Ranch	\$18.00 (dz.)
Meatballs – Swedish, BBQ, Thai, or Sweet n Sour	\$12.00 (dz.)
Stuffed Mushroom Caps	\$24.00 (dz.)
Fried Mushrooms	\$24.00 (2dz.)
Mozzarella Sticks	\$38.00 (2dz.)
Chicken Fritters	\$38.00 (2dz.)
Cocktail Franks in BBQ Sauce	
Mini Quiche	\$18.00 (dz.)
Buffalo Chicken Flautas with Salsa	\$18.00 (dz.)
Mini Eggrolls	\$12.00 (dz.)
Sliders – Pulled Pork or Brisket	\$18.00 (dz.)
Spinach-Artichoke Dip with toasted French bread slices	\$50.00 (serves 25)
Buffalo Chicken Dip with toasted French bread slices	\$50.00 (serves 25)
Super Nacho Dip with Tortilla Chips	\$80.00 (Serves 30)

### SWEETS AND BAKEDS SELECTIONS

*Served Buffet Style (Price per dozen)*

Brownies	\$18.00
Carrot Cake	\$18.00
German Chocolate	\$18.00
Assorted Cookies (Sugar, Oatmeal & Chocolate Chips)	\$12.00
Specialty Cookies (Royal, S'mores & Strawberry Shortcake)	\$16.00
Assorted Danishes	\$18.00
Assorted Mini Muffins	\$12.00
Petti Fours	\$22.00
Granola Bars	\$12.00

### *Service Charges*

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## DISPLAYS AND PLATTERS

*Displays are offered by individual platter.*

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### **Rainbow of Fresh Seasonal Fruits**

\$60.00 (Serves 30-35)

\$100.00 Medium (Serves 45-55)

\$180.00 Large (Serves 65-75)

### **Vegetable Crudités w/ Dips**

\$50.00 Small (Serves 30-35)

\$90.00 Medium (Serves 45-55)

\$140.00 Large (Serves 65-75)

### **Deli Meats w/ Breads and Spreads**

\$140.00 – 2lbs of sliced deli turkey, ham and roast beef, 1lb of Swiss cheese, 1lb of cheddar cheese & fixings. (40 guests)

### **Variety Cheese Board w/ Gourmet Crackers**

\$80.00 – 4lbs of variety cheeses, cheddar, Swiss and pepper jack

## BEVERAGES

Freshly Brewed Coffee	\$10.00 / gallon
Iced Sweet Tea	\$12.00 / gallon
Peach Punch	\$12.00 / gallon
Lemonade	\$12.00 / gallon
Bottled Water	\$1.50 / Bottle
Bottled Soft Drinks	\$2.00 / Bottle

## SPECIALTY ITEMS

### **Champagne/Sangria Fountain**

*Served with Oranges and Apples*

*White, Pink or Red*

(serves 50)

**\$150.00**

### **Chocolate Fountain**

*(Strawberries, marshmallows,  
pretzels and pineapples)*

(Serves 50)

**\$120.00**