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BREAKFAST À LA CARTE

Minimum purchase of one dozen

Scones

\$24/dozen

With whipped butter and assorted jellies

Croissants

\$18/dozen

Scrambled Eggs

\$2.50/guest

Biscuits & Gravy

\$15/dozen

Plain Mini Bagels

\$24/dozen

With assorted cream cheese

Fruit Tray

\$3/guest

Cantaloupe, honeydew and
pineapple garnished with grapes
and strawberries

Single Assorted Yoplait Yogurt

\$18/dozen

Cinnamon Rolls

\$12/dozen

Assorted Mini Muffins

\$18/dozen

Oatmeal

\$2.50/guest

With almonds, raisins
and brown sugar

BREAKFAST À LA CARTE

Applewood-Smoked Bacon

\$2.50/guest

Vegetarian Breakfast Sausage

\$2.75/guest

Pork Sausage Patty

\$2/guest

Turkey Sausage Patty

\$2.50/guest

Breakfast Sandwich

\$3.75/guest

Choice of Biscuit or Croissant
and Type of Sandwich:

Sausage, egg and cheese

Bacon, egg and cheese

Vegetarian sausage, egg and cheese

FULL BREAKFAST

All breakfasts priced per guest.
Minimum of 20 guests for breakfast.

Continental

\$8.25/guest

Seasonal fruit display, assorted danishes and muffins, plain mini bagels served with cream cheese, assorted jellies and whipped butter. Served with freshly brewed coffee, orange juice and water

Healthy Bowl

\$9.00/guest

Vanilla Greek yogurt and oatmeal bowl
Served with bran muffin, seasonal fruit, sliced strawberries, blueberries, almonds, raisins and honey. Served with freshly brewed coffee, orange juice and water

Cowboy Scrambler

\$11.00/guest

Scrambled eggs, bacon, morning potatoes, biscuits and gravy. Served with freshly brewed coffee, orange juice and water

Breakfast Taco

\$11.50/guest

Scrambled eggs, morning potatoes, bacon, chorizo, shredded cheese, salsa, sour cream and flour tortillas. Served with freshly brewed coffee, orange juice and water

Up and Running

\$9.00/guest

Egg white fritatta with ham, spinach, tomatoes, low-fat mozzarella, overnight oats and morning potatoes. Served with freshly brewed coffee, orange juice and water

BOXED LUNCHES

Includes individual bag of chips, mustard, mayonnaise and cutlery kit

TRADITIONAL SANDWICH BOX

\$8.50/guest

Served with Lettuce and Tomato
Choice of Jumbo Cookie or Whole Fruit

Choose One of Each

Meat	Turkey, roast beef or ham
Cheese	Cheddar or Swiss
Bread	White or wheatberry bread

VEGETARIAN BOX

\$8.50/guest

Choice of Jumbo Cookie or Whole Fruit

Vegetarian Muffuletta Sandwich Box

Roasted squash, zucchini, mushroom and bell peppers, queen olives stuffed with pimentos and goat cheese, lettuce and sliced roma tomatoes on wheatberry bread

Fruit Cobb Salad Box

Romaine lettuce, spinach, strawberries, blueberries, grapes, sliced almonds, feta and citrus vinaigrette

THAT'S A WRAP BOX

\$8.50/guest

Choice of Jumbo Cookie or Whole Fruit

The Cowboy Club

Turkey, ham, bacon, cheddar, lettuce, tomato, pesto and mayo

Green Goddess Wrap

Chicken salad, spinach, bacon, tomato, red onion, feta and green goddess dressing

Greek Wrap

Grilled chicken, romaine, olives, feta cheese, cucumber, tomato and tzatziki

PLANT BOX

\$8.50/guest

VEGAN & GLUTEN-FRIENDLY
Served with a Fresh Fruit Cup

Taco Salad Box

Lettuce, walnut taco meat, black bean & corn, avocado, tomato, chipotle sour cream, salsa vinaigrette, served with Tostitos

BOXED LUNCHES

CROISSANT SANDWICH BOX

\$8.50/guest

Served with Lettuce and Tomato
Choice of Jumbo Cookie or Whole Fruit

Tuna Salad

Grilled Chicken Salad

Ham and Cheddar Salad with
Roasted Pepper

SALAD BOX

\$8.50/guest

Choice of Jumbo Cookie or Whole Fruit

Chicken Salad Cobb

Tomato, avocado, egg, smoked bacon, blue cheese, green onion and ranch dressing

Chef Salad

Ham salad, turkey, smoked bacon, grape tomatoes, egg and balsamic dressing

Grilled Chicken Caesar

Romaine lettuce, shaved Parmesan, croutons, Caesar dressing

THEMED BUFFETS

All themed buffets include tea and water. Buffets are priced per guest with a minimum of 20 guests and a maximum of two hours of service.

Pete's Picnic \$16/guest

INCLUDES RELISH TRAY AND CONDIMENTS

SALAD: House salad with ranch and Italian dressing

SIDES: Potato salad and assorted individual chips

MEAT: Sliced turkey, roast beef and ham

CHEESE: Sliced cheddar and Swiss

BREAD: White and wheatberry

DESSERT: Fresh baked cookies

Cowboy Cookout \$15/guest

INCLUDES RELISH TRAY AND CONDIMENTS

SALAD: Potato Salad

SIDES: Baked beans and assorted individual chips

MEAT: Grilled hamburgers and hot dogs with buns

CHEESE: Sliced Swiss, American and shredded cheddar

DESSERT: Brownie bites

Chicken Sandwich Buffet \$16/guest

INCLUDES BBQ SAUCE, HONEY MUSTARD, SWEET AND SOUR, RANCH AND MAYONNAISE

TOPPINGS: Hamburger buns, lettuce, tomato and pickles

MEAT: Crispy fried chicken breast or grilled chicken breast

SIDES: Assorted individual chips and fruit salad

DESSERT: Assorted dessert bars - rocky road, Dutch apple, peanut butter chocolate and tropical

Oklahoma Smokehouse

\$20/guest

INCLUDES HEAD COUNTRY BBQ SAUCE

SALAD: Garden salad with ranch and Italian dressing

SIDES: Coleslaw, macaroni & cheese and seasoned green beans

BREAD: Split-top slider rolls

MEAT: Smoked pulled chicken and smoked brisket

DESSERT: Peach cobbler

The Wok

\$18/guest

SALAD: Mandarin orange salad with ginger sesame dressing

SIDES: Steamed dumplings with soy chili dipping sauce, stir-fry vegetables and vegetable fried rice

MEAT: Teriyaki chicken and Mongolian beef

DESSERT: Youtiao - donut stick rolled in citrus sugar

Pizza Party

\$15/guest

TWO PIZZA SLICES PER PERSON

SALAD: Caesar salad, Parmesan, croutons and Caesar dressing

CHOOSE TYPES: Cheese, pepperoni, sausage or supreme

DESSERTS: Lemon and seven-layer dessert bars

Pizza Pies

\$12.50/pizza

A LARGE 16" PIZZA

CHOOSE TYPE: Cheese, pepperoni, sausage or supreme

THEMED BUFFETS

Souper Spud Combo

\$16/guest

SOUPS: Tomato tortellini pasta and chicken enchilada

SALAD: Romaine and spring mix lettuce blend with choice of balsamic, Italian and ranch dressing

BAKED POTATO

SALAD & POTATO TOPPINGS: Grape tomatoes, mushrooms, cucumbers, black olives, carrots, sliced almonds, croutons, broccoli, grilled chicken, chopped bacon, shredded cheese, sour cream, green onions and butter

DESSERT: Assorted dessert bars - rocky road, Dutch apple, peanut butter chocolate and tropical

Border Street Tacos

\$16/guest

INCLUDES MINI FLOUR AND CORN TORTILLAS

SALAD: Caesar salad, croutons, Parmesan and Caesar dressing

SIDES: Spanish rice, refined black beans and charred zucchini with corn and peppers

MEAT: Grilled chicken tinga and pork carnitas

TOPPINGS: Cilantro, onions, shredded cheese, cabbage, sour cream, pico de gallo and ranchero salsa

DESSERT: Cinnamon and sugar-rolled churros

Classic Italian

\$17/guest

INCLUDES MARINARA AND ALFREDO SAUCES

SALAD: Italian salad with olives, tomatoes, croutons, pepperoncini, shaved Parmesan with Italian and ranch dressing

SIDES: Fire-roasted vegetables and garlic bread sticks

ENTRÉES: Spaghetti and cheese tortellini

MEAT: Italian meatballs and grilled chicken

DESSERT: Assorted cheesecakes

The Carvery

\$28/guest

SALADS: Iceberg Wedge Salad with bacon, grape tomato, blue cheese and green goddess dressing
Marinated Tomato Salad with cucumber, red onion and baby spinach

CARVING STATIONS: Beef Steamship Round with rosemary scented au jus and horseradish crème
Roast Turkey Breast with sage gravy and cranberry-mandarin orange sauce

SIDES: Dinner rolls, smoky scalloped potatoes, wild mushroom stuffing and chef's selection of sautéed vegetables

DESSERT: Warm bread pudding with caramel sauce

India Experience

\$17/guest

SALAD: Kachumber with romaine lettuce

SIDES: Papad, naan, green chutney and raita

ENTRÉES: Chicken biryani, vegetable biryani and palak corn

DESSERT: Mango custard with fresh fruit

Taste of Italy

\$21/guest

APPETIZERS: Caprese platter

SALAD: Italian salad with charred lemon vinaigrette

SIDES: Garlic bread sticks, roasted vegetable with drizzled balsamic reduction, cheese ravioli with smoky Cowboy sauce

ENTRÉES: Grilled Tuscan Pork Chop with rosemary and roasted pomodoro sauce

Chicken Piccata with lemon caper crème

Grilled Italian Sausage with pepper and onions

DESSERT: Tiramisu with fresh strawberries

THEMED BUFFETS

Celebrations Reception

\$16/guest

*SELECT AN ADDITIONAL TWO HORS D'OEUVRES
FROM THE APPETIZER MENU*

Served with Tea and Water

Spinach & Artichoke Dip Cocktail Sausages with BBQ sauce

Bruschetta with French Basil Waldorf Salad Martinis

Grilled Vegetable Platter Tortilla Chips and Grilled Crostini

Chicken Thai Bites with Sweet Chili Sauce

One Full Decorated Celebrations Sheet Cake

White or Chocolate Cake

White or Chocolate Buttercream Icing



Butcher Block Carvery - Chef Attended

Served as an Addition to a Buffet

HERB-ROASTED DOUBLE TURKEY BREAST

\$175

With turkey gravy, cranberry sauce and split-top rolls
(Serves 40 guests)

SALT-CRUSTED RIBEYE

\$400

With rosemary scented jus, horseradish cream and French roll
(Serves 40 guests)

GARLIC AND HERB BEEF STEAMSHIP ROUND AU JUS

\$300

With horseradish cream and yeast rolls
(Serves 75 guests)

SMOKED PORK LOIN

\$150

With red ham gravy and biscuits
(Serves 35 guests)

PLATED ENTRÉES

All plated meals served with a house salad, dressing, rolls, butter, dessert, iced tea and water. Please let us know about any dietary restrictions your guests may have in advance. Priced per guest. Minimum 20 guests.

CHICKEN

Citrus-Roasted Chicken Breast

\$20/guest

Herb-roasted chicken breast, citrus thyme chicken jus, garlic whipped potatoes and seasonal vegetables with alternating strawberry and chocolate cheesecake

Chicken Piccata

\$21/guest

Parmesan-crusted chicken breast, lemon caper sauce, pesto whipped potatoes, sautéed green beans and grape tomatoes with alternating strawberry and chocolate cheesecake

Grilled Chicken Cacciatore

\$21/guest

Grilled chicken breast, cacciatore sauce, creamy Parmesan polenta and roasted vegetable ragu with alternating strawberry and chocolate cheesecake

BEEF

Short Rib "Pot Roast"

\$24/guest

Braised boneless short ribs with natural reduction, caramelized onion, whipped potatoes and roasted carrots and celery with alternating strawberry and chocolate cheesecake

Grilled New York Strip Steak

\$30/guest

New York strip steak, roasted red pepper chimichurri, blue cheese, twice-baked potato, young green beans and baby carrot with s'mores tartlet with roasted marshmallow

Grilled Filet Mignon

\$35/guest

Filet mignon, green peppercorn sauce, Boursin whipped potatoes, roasted asparagus, glazed carrots with chocolate pots de crème, white chocolate mousse & strawberries

PLATED ENTRÉES

PORK

Grilled Boneless Pork Chop

\$20/guest

Grilled pork loin chop, red ham gravy, chipotle mashed sweet potatoes, sautéed green beans and caramelized onions with alternating strawberry and chocolate cheesecake

SEAFOOD

Bengali Fish

\$19/guest

Pan-seared cod with toasted cumin and tomato yogurt, tarka dal (lentils), baby spinach, and carrots with vanilla cheesecake with aamras, rosewater crème and pistachio

Blackened Salmon

\$22/guest

Blackened salmon with tomato coconut sauce, jalapeño and cheddar yellow grits, charred squash and zucchini with Bananas Foster cheese cake with whipped sour cream

MAKE A DUET

SERVED AS AN ADDITION TO PLATED ENTRÉES

Applewood Bacon-Wrapped

Poblano Chicken

\$3.75/guest

Maple Sherry-Glazed

Pork Belly

\$3.75/guest

Herb-Roasted Atlantic Salmon

\$6.95/guest

Trio Herb-Roasted Shrimp

\$5/guest

RECEPTION FOOD

Priced per pound

Southwest White Bean Hummus

\$18/pound

With pita chips
(Serves 10 guests)

Spinach & Artichoke Dip

\$20/pound

With tortilla chips
(Serves 5 guests)

French Onion Dip

\$17/pound

With potato chips
(Serves 5 guests)

Seven-Layer Dip

\$18/pound

With tortilla chips

Chips & Queso

\$18/pound

With tortilla chips
(Serves 5 guests)

Chips & Salsa

\$17/pound

With tortilla chips
(Serves 5 guests)

Bruschetta

\$18/pound

With grilled baguettes
(Serves 8 guests)

Thai Chicken Bites

\$18/pound

With sweet chili sauce
(Serves 4 guests)

Cocktail Sausages

\$18/pound

With BBQ sauce
(Serves 5 guests)

Pretzels

\$9/pound

Mixed Nuts

\$24/pound

Gardettos

\$10/pound

Potato Chips

\$9/pound

HORS D'OEUVRES

Priced per dozen

Assorted Mini Quiches \$30/dozen

Prosciutto & Asparagus, Spinach & Artichoke
and Smoked Salmon & Herb

CHICKEN

Satay Chicken Skewers

\$36/dozen

With peanut sauce

BBQ Chicken

\$30/dozen

With pineapple salsa

BEEF

Satay Beef Skewers

\$36/dozen

With spicy orange peanut sauce

Petite Filet Mignon Slider

\$48/dozen

With green chili aioli

SEAFOOD

Coconut Shrimp Skewers

\$36/dozen

With pineapple chutney

Crab Rangoon

\$33/dozen

With Bang Bang sauce

VEGETARIAN

Goat Cheese & Red
Onion Marmalade

\$33/dozen

Spanakopita

\$33/dozen

With spinach and feta

Mini Baked Brie Tartlet

\$33/dozen

With peach compote

Roasted Zucchini

\$33/dozen

With walnut romesco on multigrain blini

PORK

Lil' Smokies Corndogs

\$33/dozen

With honey mustard and BBQ sauce

Cozy Franks

\$27/dozen

With honey dijonaise

Pork and Apple Meatballs

\$27/dozen

PLATTERS

Priced per guest unless otherwise stated

Fresh Vegetable Platter

\$2.50/guest

Zucchini, yellow squash, carrots, broccoli,
cauliflower, grape tomatoes and
ranch dressing

Antipasto Platter

\$5/guest

Assorted meats and cheeses,
grilled and roasted vegetables
and crackers

Bread & Spreads

\$4/guest

Spinach and Artichoke Dip, Southwest White
Bean Hummus, Bruschetta with Fresh Basil,
Crostinis, Pita Chips and Crackers

Tea Sandwiches

\$15/dozen

Cucumber, cream cheese and herb
Chicken and grape salad
Ham and cheddar with whole-grain mustard

Cheese Platter

\$5/guest

Cheddar, Swiss, pepper jack, smoked Gouda and
provolone cheese, garnished with grapes, seasonal
berries and served with crackers

Fruit Tray

\$3/guest

Cantaloupe, honeydew and pineapple garnished with
grapes and strawberries

BAKERY SWEETS

Minimum purchase of one dozen

Salted Caramel and Ganache Tartlets

\$30/dozen

Nutella Cheesecake and Chocolate Ganache Cups

\$36/dozen

Key Lime Pie Verrine

\$36/dozen

With fresh blueberries

Cheesecake Bites

\$30/dozen

Assorted Bars

\$24/dozen

Lemon, chocolate or blonde

Tartlets

\$27/dozen

Choose the Flavor:

Pecan

or

Lemon

Assorted Cookies

\$11/dozen

OSU Spirit Cookies

\$24/dozen

Celebrations Cookies

\$24/dozen

Pete's Poke Dough Cookie Truffles

\$18/dozen

Pete's Poke Dough Cone

\$45/dozen

Chocolate-covered and
filled mini cone

DESSERTS

Individual desserts priced per guest

Chocolate S'mores Tart

\$5/guest

With toasted marshmallow

Chocolate Pots de Crème

\$5/guest

With white chocolate mousse and strawberries

Apple Crisp

\$3/guest

With almonds and oats

Turtle Cheesecake

\$4/guest

Chocolate ganache-dipped, with salted caramel and pecan

Peach Cobbler

\$3/guest

With lemon cornmeal

Cherry Cobbler

\$3/guest

With puff pastry

NY Cheesecake

\$4/guest

Choose the Flavor:

Vanilla
Chocolate
Strawberry
Cherry

Cakes

Carrot \$4/guest

Chocolate Overload \$4/guest

Red Velvet \$4.50/guest

Hazelnut Crème Brûlée

\$5/guest

Served with a shortbread cookie

Tahitian Vanilla Bean Crème Brûlée

\$5/guest

Served with a shortbread cookie

DESSERT STATIONS

Priced per person

Dark Chocolate Fondue

\$6.25/guest

Marshmallows, Rice Krispies treats, pound cake, mini cookies, strawberries and pineapple

Ice Cream Station

\$6/guest

Chopped nuts, sprinkles, maraschino cherries, whipped cream, chocolate, caramel and strawberry sauce

Warm Sundae Station

\$9/guest

Vanilla Ice Cream

Warm brownie bites and cookies, hot fudge, banana-caramel sauce, fresh strawberries and pineapple, chopped nuts, sprinkles, maraschino cherries and whipped cream

Specialty Cakes

WHITE OR CHOCOLATE CAKE WITH

WHITE OR CHOCOLATE BUTTERCREAM ICING

Half Sheet Cake \$40

(Serves 25 guests)

Full Sheet Cake \$80

(Serves 50 guests)

Assorted 16" Cookie Cake \$25

Choose from chocolate chip, sugar, double chocolate or M&M's
(Serves 16 guests)

The Chocoholic Break

\$8/guest

White chocolate macadamia nut and chocolate chip cookies, chocolate-dipped strawberries, chocolate brownie bites and assorted candy bars. Served with white and chocolate milk, coffee and water

The Cookie Monster

\$6/guest

Assorted cookie variety
Served with white and chocolate milk, coffee and water

BEVERAGES

PER GALLON

One gallon serves 17 guests.

Coffee \$18

Regular or decaffeinated

Mighty Leaf Hot Tea \$18

Lemon wedges, honey and sugar

Orange Punch \$15

Hot Apple Cider \$20

Iced Tea \$15

Lemonade \$15

Orange Juice \$19

Water \$5

Assorted Crystal Light flavoring packets \$1/guest

Hot Chocolate Bar \$20

French vanilla, caramel and mint flavorings, marshmallows, whipped cream, chocolate chips and sprinkles

PER BOTTLE

Perrier Sparkling Water \$2.25

Orange and lemon slices

Bottled Water \$1.75

Bottled Juices \$2.25

Orange or Apple

Canned Soda \$1.50

Dr. Pepper, Diet Dr. Pepper, Coke, Diet Coke or Sprite

Orange Crush Bottles \$2.25

FRUIT-INFUSED

\$17/gallon

Choose :

Water

Lemonade

Tea

Berry Mint

Strawberry, blueberry, blackberry and mint

Citrus Blueberry Basil

Orange, lemon, lime, blueberry and basil

Strawberry Mint

Strawberry and mint

Rosemary Peach

Peach, lemon and rosemary

FOOD POLICIES

BOOKINGS

Prices quoted in the Celebrations Catering guide do not include sales tax. The prices in our catering guide are based upon current market conditions and are subject to change without notice. We reserve the right to adjust pricing based upon these conditions and will notify the client prior to the event.

A late reservation fee of 10% will be assessed for any catering event orders placed within five business days of the desired event. Catering orders placed without sufficient notification may be subject to a limited menu and service availability.

Events occurring outside the Student Union may incur an additional service charge or facility surcharge. The facility surcharges are as follows:

- Wes Watkins Center, 10% of total food order
- ConocoPhillips OSU Alumni Center, 10% of total bill

DELIVERIES

Deliveries made within the boundaries of the Oklahoma State University campus will incur a \$35.00 fee for setup & pickup. Events on campus that require multiple deliveries per day will incur a one-time flat fee of \$50.00.

*We do not provide tables outside the Student Union; please contact the OSU Facilities Management office at (405)744-7154.

CANCELLATIONS

If it should become necessary to cancel an event, please notify your event specialist as soon as possible. A cancellation fee will be charged for orders canceled within three business days of an event, based on food and labor costs accrued up to the time of the cancellation. If Oklahoma State University is closed due to inclement weather or other acts of God, all catered events will be automatically canceled.

ATTENDANCE GUARANTEE & MINIMUMS

In order to ensure that your event is successful, it is imperative that we have an accurate count of guest participants. An approximate count should be provided at the time of booking your event.

A guaranteed guest count is required at 11:30 a.m. five business days before your event. If the catering office does not receive a guaranteed count five business days before the event, the initial count given will be considered the set guarantee and the customer will be billed accordingly.

At this point, your numbers may increase, but they cannot decrease, as our preparation has already begun.

Any increase in the guest count after the guarantee deadline will incur a price increase of 1.5 times the regular cost. Please note, identical menu items are not guaranteed.

SPECIAL MEALS

Guests requesting specialty meals (i.e. vegetarian, diabetic or other food allergy requests) must also be confirmed five business days prior to the event. Special meals added by a guest or client during the event are subject to additional charges.

MULTIPLE PLATED ENTRÉES

Requests for multiple plated entrée options for the same meal will incur a 15% premium of the highest priced entrée per plate and the guest must choose the same starch and vegetable side for both plated entrées. Vegetarian or other dietary restricted options are not charged a premium.

FOOD REMOVAL POLICY

In accordance with the Oklahoma State Department of Health codes, any leftover food cannot be distributed to the host, or guests following a catered function. Credit for those portions unused will not be made available.

ADDITIONAL FEES AND SERVICES

Our catering department provides a standard setting of china for all lunch and dinner events located within the Student Union unless otherwise requested by the guest.

Celebrations Catering provides high quality disposable and eco-friendly products as our service standard outside of the Student Union, unless otherwise requested. Celebrations Catering is committed to making environmentally and socially conscious decisions in all aspects of our catering applications while upholding the highest standards of food quality and service. As part of our commitment to supporting a sustainable catering program on campus, we provide eco-friendly, compostable disposable wares.

We offer china service for any event outside of the Student Union at an additional charge:

- Full meal china and silverware service @ \$4.25 per guest
- Reception china and silverware services @ \$2.75 per guest
- Coffee or beverage china service @\$2.00 per guest

We offer house-colored linen tablecloths and napkins for all served meals, while buffets receive linen tablecloths and table wraps on buffet lines only.

For events served on china, linens are also provided for the guest dining tables.

Our standard house linen colors include: black, white & orange

- Extra house linens are available at \$5.00 each
- Specialty linens (linens other than standard house linen) start at \$10.00 each

Should special equipment, china, or tables be required, we will charge for the required items and add the additional rental charges to your final bill. You will be apprised of the cost of the rental items when the arrangements for your event are finalized.

Celebrations Catering provides services to all campus locations, on and off campus, for a wide range of activities. Room reservations are the sole responsibility of the client. For room reservations please contact the Meeting and Conference Services information desk in room 179 Student Union, 405-744-5232 or the Wes Watkins Center at 405-744-5356.

CONTRACT

To ensure that all event details are accurate, a contract will be e-mailed regarding the details we discussed in our initial meeting or phone call. Please review the contract for accuracy; if there are any discrepancies you will need to contact us immediately by phone or e-mail. Before signing and returning the contract, review the cancellation policies and procedures of Celebrations Catering. The contract is due no later than five business days before the event date.

PAYMENTS

Oklahoma State University departments and student organizations can make payments through University bursar or CVI accounts.

Individuals or community groups without a university-approved account may pay by credit card, check, or cash. Any credit card, cash or check payments will incur a 5% administration fee. Oklahoma sales tax of (8.13%) will be added to each order unless a copy of the tax exempt certificate is provided five business days before the event date.

Any incidental charges incurred during functions will be added to the guest's account. Any discrepancies in count or charges should be identified and resolved with management prior to departure from event.