



# Student Organization Catering Guide

## Tier I Orders

50 guests or fewer

Pick Up and Go at the Capstone Building | Please add a 10% sales tax to all orders

### Need something quick and easy for a meeting or snack?

These items are designed for quick and easy pick up at the Capstone building.  
Includes all necessary utensils.

**Brownie & Assorted Cookies**  
\$7 per dozen

**Salsa Fresca Guacamole  
and Tri Color Tortilla Chips**  
\$3.49 per person

**Roasted Red Pepper Hummus  
and Baba Ghanoush with Pita Chips**  
\$4.49 per person

**Diced Fruit Bowl**  
\$1.99 per person

**Bagels with Cream Cheese**  
1.99 per person

**Assorted Muffins**  
\$12.00 per dozen

**Veggie Platter**  
3.75 per person

**Bags of Chips**  
\$3.75 per bag  
**Cheese Platter**  
4.99 per person

### Boxed Lunches

Choice of Ham, Turkey or Vegetarian Sandwich on  
Wheat Bread with Condiments, Lettuce, Tomato, Sliced  
Pickles, Potato Chips and a Craveworthy Cookie  
**\$7.99 per person**

**Individual Snack Bags**  
Goldfish, Pretzels or Trailmix  
**\$1.75 per person**

**Lemonade**  
\$6.00 per gallon

**Iced Tea**  
\$5.75 per gallon

**Coffee**  
\$5.00 per gallon

**Orange Juice**  
\$5.00 per gallon

**Bottled Water**  
\$1.10 per bottle

**Canned Soda**  
\$1.25 per can

**Please see the cashier at Gibbes Court  
to let them know your are there for a catering pick up order.**

# Tier II Orders

100 guests or fewer

Drop off Delivery | Please add a 10% sales tax to all orders

## Need some help getting your order to you?

Choose from the below items for easy delivery to your event or meeting location.

These items are designed for quick drop off and do not include catering staff or linens. There is no additional delivery charge for these items.

Includes all necessary utensils.

### Boxed Lunches

Choice of Ham, Turkey or Vegetarian Sandwich on Wheat Bread with Condiments Lettuce, Tomato, Sliced Pickles, Potato Chips, and a Craveworthy Cookie

**\$7.99 per person**

### Deli Express

Sliced Turkey Breast, Honey Ham and Roast Beef with Sliced Cheese, Lettuce, Tomato, Pickles, Onion with Choice of Pasta Salad, Fruit Salad, or Cole Slaw and Assorted Bread and Dinner Rolls

**\$8.89 per person**

### Antipasto

Diced Swiss, Monterey Jack, Yellow Cheddar Cheese, and Salami with Grape Tomato, Baby Mozzarella, Marinated Olives, and Artichoke Prosciutto wrapped with Honey Dew Melon with Crostini

**\$15.19 per person**

### Bruschetta Trio

Traditional Tomato Basil, Sautéed Mushrooms, and Ratatouille on French Baguette with Scallions

**\$8.19 per person**

### Hot Dogs and Hamburgers

Hot Dogs and Hamburgers with Relish Tray and Condiments

**\$9.49 per person**

### Lemonade

**\$6.00 per gallon**

### Iced Tea

**\$5.75 per gallon**

### Bottled Water

**\$1.10 per bottle**

### Canned Soda

**\$1.25 per can**

## Additional Pick Up Options on Campus

The following locations can prepare orders for pick up only. Please reach out to Horseshoe Catering at [usc.catertrax.com](http://usc.catertrax.com) to place your orders.

## Chick-fil-A

### Large Nugget Tray

**\$89.00 (200 ct)**

### Medium

### Nugget Tray

**\$54.00 (120 ct)**

### Small Nugget Tray

**\$29.00 (64 ct)**

### Large

### Chick-n-Mini Tray

**\$34.00 (40 ct)**

### Small

### Chick-n-Min Tray

**\$17.00 (20 ct)**

### Cookie Tray

**\$31.50 (24 cookies)**

**\$16.50 (12 cookies)**

Chick-fil-A does not include servicewear.

## Einstein Bros. Bagels

### Bagels & Shmear

### Baker's Dozen

**\$14.99**

(serves up to 13)\*

### Seasonal Fresh

### Fruit Salad

**\$49.99**

(serves up to 20)

### Signature Small

### Nosh Box

**\$35.99 (5 full**

sandwiches)\*†

### Classic Small Lunch

### Nosh Box

**\$34.99 (5 full**

sandwiches)\*‡

### Box Lunch-

### Hummus Veg Out

**\$8.99\*\***

### Bagels & Shmear

### Nosh Box

**\$14.99**

(serves up to 24)\*

### Signature Lunch

### Nosh Box

**\$70.00 (10 full**

sandwiches)\*†

### Classic Lunch

### Nosh Box

**\$64.99 (10 full**

sandwiches)\*‡

### Box Lunch-

### Tasty Turkey

**\$8.99\*\***

### Box Lunch

### Turkey & Cheddar

**\$8.99\*\***

## Einstein Bros. Bagels Cont.

<b>Box Lunch- Ham &amp; Swiss</b> \$8.99**	<b>Box Lunch- Italian Chicken</b> \$8.99**	<b>Box Lunch- Chicken &amp; Bacon Caesar Wrap</b> \$8.99**	<b>Strawberry Chicken Salad</b> \$38.99 group (serves 6-8)* \$8.99 single**	<b>Strawberry Almond Salad</b> \$38.99 group (serves 6-8)* \$8.99 single**
<b>Box Lunch- Chicken Salad</b> \$8.99**	<b>Box Lunch- California Turkey Club Wrap</b> \$8.99**	<b>Chicken Caesar Salad</b> \$38.99 group (serves 6-8)* \$8.99 single**	<b>Classic Caesar Salad</b> \$38.99 group (serves 6-8)* \$8.99 single**	<b>Coffee to Go</b> \$15.99
<b>Box Lunch- Albacore Tuna Salad</b> \$8.99**	<b>Box Lunch- Buffalo Chicken Wrap</b> \$8.99**			<b>OJ Free Pour 64 oz.</b> \$9.99

\*Served with utensils, plates, and napkins | \*\*Served with a bag of chips and a cookie

†Signature sandwiches include tasty turkey, hummus veg out, chicken or tuna salad, italian chicken, california turkey club wrap, and buffalo chicken wrap.

‡Classic sandwiches include turkey & cheddar, smoked ham, chicken or tuna salad, and hummus veg out.

## Twisted Taco

<b>2 Tacos</b> \$9.49	<b>Veggie Burrito</b> \$8.49	<b>Queso Dip</b> Pint \$7.99 Quart \$15.99	<b>Pico de Gallo</b> Pint \$4.99 Quart \$8.99	<b>Fresh Cilantro</b> Pint \$5.29 Quart \$10.49
<b>3 Tacos</b> \$11.49	<b>Chicken Burrito with chips and salsa</b> \$10.50	<b>Yellow Rice</b> Pint \$3.99 Quart \$6.99	<b>Sour Cream</b> Pint \$3.99 Quart \$6.99	<b>Extra Dressing (2oz)</b> \$0.75 per container
<b>Nachos with Chicken</b> \$10.49	<b>Steak Burrito with chips and salsa</b> \$11.50	<b>Black Beans</b> Pint \$3.00 Quart \$6.00	<b>Shredded Cheese</b> Pint \$4.99 Quart \$8.99	<b>Soft Tortillas (flour or corn)</b> \$3.49 per dozen
<b>Nachos with Steak</b> \$11.49	<b>Veggie Burrito with chips and salsa</b> \$9.50	<b>Tortilla Chips</b> \$5.99 (serves 20)	<b>Lettuce</b> Pint \$3.99 Quart \$7.99	<b>Hard Yellow Corn Taco Shells</b> \$3.00 per dozen
<b>Nachos with Veggies</b> \$8.99	<b>Grilled Chicken</b> Pint \$8.29 Quart \$16.49	<b>House Salsa</b> Pint \$4.99 Quart \$8.99	<b>Chopped Tomatoes</b> Pint \$2.29 Quart \$4.49	<b>Bottled Water</b> \$1.50 each
<b>Chicken Burrito</b> \$9.49	<b>Grilled Steak</b> Pint \$12.29 Quart \$24.49	<b>Guacamole</b> Pint \$9.99 Quart \$17.99	<b>Pickled Jalapenõs</b> Pint \$2.99 Quart \$5.99	

Twisted Taco does not include servicewear.

## Tier III Orders

100 or more guests

Please add a 10% sales tax to all orders

These menus are for events of 100 or more guests, or all events that are more formal and require the catering service. Please refer to the Horseshoe Catering website for menu options. These events are priced as listed on the website at

**usc.catertrax.com** and come with full staffing and linens

for all meals that are full buffets.

# Policies

## General

- To receive the prices and menus listed in this guide, your group must be a registered student organization as recognized in Garnet Gate: [garnetgate.sa.sc.edu/organizations](http://garnetgate.sa.sc.edu/organizations).
- All Pick Up and Drop Off items are packaged in disposable containers and do not include staffing or linens for the event.
- All orders come with the necessary disposable napkins, plates, cutlery etc...as dictated by the items ordered.
- Tier I Orders: These are pick up only at Capstone Building for smaller events of 50 guests or fewer. These events do not include staff or linens.
- Tier II Orders: These are drop off orders at no additional charge for delivery of 100 guests or fewer. These events do not include staff or linens. All clean up after the event is the responsibility of the group that has reserved the space. As a drop off event, Horseshoe Catering does not return for cleanup.
- Tier III Orders: For events of 100 guests or more, or all events that are more formal, please refer to the menu options in Tier III of this guide or the Horseshoe Catering website. These events are priced as listed in this guide and on the website at [usc.catertrax.com](http://usc.catertrax.com) and come with full staffing and linens for all meals that are full buffets.

## Cancellation Policy

In the event that services need to be cancelled within three business days of the event, the catering department will charge for the food and labor costs incurred at the time of cancellation with the exception of cancellations due to inclement weather.

## Trash and Recycling

Please contact USC Physical Plant to arrange for delivery and pickup of trashcans, recycle, compost bins and other equipment. **Facilities Department: 803.777.9675 or [fmcnotify@fmc.sc.edu](mailto:fmcnotify@fmc.sc.edu)**.

## Invoicing and Billing

- In the event that an invoice needs to be split between two or more departments, please let us know at the time of placing the order. Once the event has taken place, the invoice can no longer be split.
- For billing purposes, the person whose name is listed on the order must be the person who is fiscally responsible for paying the invoice. Any additional contact information can be added at the time of placing the order.
- Prior to placing an order, approval must be received by the advisor for the organization.
- Please add a 10% sales tax to all orders.

## Exemptions

Catering needs for events for student organizations where food and beverage costs are below \$499.99 may be handled as follows:

Student organizations can self-cater or utilize external catering companies for catering events up to \$499.99 per event. The student organization is required to have prior signed approval by the AVP for Student Life or a designee. The student organization must utilize an approved list of caterers carrying an insurance policy that complies with University Food Service contract amounts.

# Helpful Contacts

•For all assistance with ordering or receiving an invoice for your event, please contact [www.usc.catertrax.com](http://www.usc.catertrax.com) or **803-777-7919**

•Linen Rental: For any linen rental needs, please contact **Jonathan Clarke at Lake Murray Event Rentals** at **803.345.0054** or visit [www.lakemurrayeventrentals.com](http://www.lakemurrayeventrentals.com).

Funding Support: For additional information and funding support for student organization events please contact **Ryan Gross** at [grossrr@mailbox.sc.edu](mailto:grossrr@mailbox.sc.edu) or **Mohamed Soluiman** at [soluimam@mailbox.sc.edu](mailto:soluimam@mailbox.sc.edu).