



# **SAVORY ROOTS**

## **BUFFET DINNER SERVICE GUIDE**



## BUFFET DINNER SERVICE GUIDE

We are looking forward to working with you to finalize the details of the very special day! In order to provide the best dining experience for you and your guests, here are some helpful tips and tools as you are planning a buffet dinner service. We kindly ask that you share this guide with your event coordinator.

### BUFFET TABLES

Depending on your final guest count, menu selections and space available at the venue, the number of tables needed for buffet service could vary. For 1 buffet line, we would require to set up at least 3 to 4, 6-foot tables pushed together (we provide all tables and black linen for no additional charge). For events that require a 2-line process (for higher guest counts), the setup could vary depending on the space available at the venue. Some venue spaces only allow for 1 buffet line. Please partner with our team to plan this 2-line setup as soon as possible. Additional serving staff is also required for a 2-line buffet. As you are planning your layout, keep in mind that room behind these buffet tables must be accounted for so that our servers and chefs can stand behind and serve your guests. It is best if your buffet is located closest to the catering kitchen.



# ELECTRICITY REQUIREMENTS

Our buffets normally require electricity for 1 or more heat lamps, so you will need to make sure there are electrical outlets close by to where our tables will be located. (we can bring extension cords) Your venue must also be able to handle the electricity needed for these. Some venues have older electrical wiring or are just not set up for multiple items to be plugged in at once. Partner with your venue (with the help of our team) to verify their electrical capabilities before working on your floor plan.

## TIME REQUIRED TO SET UP BUFFET

Our team needs a few hours to set up the buffet to be ready to serve your guests. Therefore, we must begin setting up well before the start of the event. If the area/room we are setting up in requires a flip during cocktail hour or even after the reception begins, this can delay dinner service and then other activities planned during your reception. Please partner with our team as soon as possible so we can help make the best possible recommendations.



Because our buffet dinner services require a lot of time and manpower to set up (and our kitchen delivery team plans on the specific dinner start time you give us in your timeline), we normally cannot accommodate a last-minute earlier dinner time request. Please partner with your banquet captain closely throughout the event to ensure everyone is on the same page. We are here to do what we can to make it the best possible experience for you and your guests!



# DINNERWARE

Most clients choose to set the dinner plate (including fork, knife, water glass, etc) at each place setting on the guest tables. Guests then bring their dinner plate with them to the buffet to be served. If you would like the dinner plates set out at the beginning of your buffet for guests to pick up, please let our team know as soon as possible. This requires more space on our buffet and could mean an additional table would be necessary to add.



# DINNER SERVICE TIMELINE



Depending on your menu selections and final guest count, please allow at least 45 minutes to 1 hour for your guests to have time to come through the buffet and enjoy dinner at their table. At the end of dinner service, our team will clean and break down these tables to allow for your guests to move around more freely. Partner with our Savory Roots team as soon as possible for any questions or concerns as you are planning and finalizing your reception timeline.



# TABLE SERVICE

Table service (refilling water glasses for each guest) is not included in our buffet package. If you are interested in adding this service, please partner with our team for details at the latest 30 days before your date. Additional staffing and charges apply. Last-minute requests cannot be accommodated.

## THE COUPLE'S DINNER



Our team offers to prepare the special couple's dinner plates at the start of dinner service so they do not have to come through the buffet. If the couple wishes to come through the buffet instead, we are happy to let them be first in line! At the 30-day mark, we will ask this question and give the opportunity to tell our team how they would like their dinner plates prepared.

## RELEASING OF TABLES

The coordinator or DJ/Band normally releases tables at the start of dinner service. Our entire staff will be serving your guests as they come through the buffet. Please encourage them to release only a few tables at a time, and to consistently work very closely with our Banquet Captain in case we need to recommend slowing down due to long lines and/or congestion.



# ANY OTHER QUESTIONS?

Please don't hesitate to reach out, we want your event to go as smoothly as possible and we are happy to answer any questions you may have regarding your buffet!

