



208 263-0211

401 Bonner Mall Way Suite S Ponderay, Idaho 83852  
Ponderay Event Center (upstairs)

To:

Event: Address

Date of Event:

Phone #:

Guest count:

Time of Event:

Any event under 30 guests (MIN 20 guests) Tues-Thurs. adds a chef fee: \$500

Fri - Mon adds a chef fee: \$750

#### Appetizer Menu options:

Pick up option: Minimum 25 guests/3 appetizer options/pick up only/15% gratuity

Catered option: Over 50 guests can be catered with a 20% service-gratuity

**Package 1:** \$13/person + tax + gratuity

- Crackers with (choose two)
  - Smoked Salmon and Ricotta (adds \$1 person)
  - Olive Tapenade
  - Artichoke & Spinach Tapenade
  - Sun-dried Tomatoes and Basil
- Baked Crimini mushrooms with gorgonzola cheese
- Italian Meatballs in Neapolitana Sauce
- Caprese Skewers w tom./ basil (pesto or balsamic)

**Package 2:** \$21/person + tax + gratuity

- All of Package 1 and...
- Italian Meats and Cheeses: Salami, Coppa, Fontina, Provolone, Manchego with crackers
- Chicken Fontina Braizole: breast of chicken with fontina cheese and prosciutto
- Sweet and Spicy Peppadew Peppers- stuffed with goat cheese

**Package 3:** \$29/person + tax + gratuity

- Select 2 items from Package 1
- Select 2 Items from Package 2

- Beef Calabrese- Spicy Shoulder Tender with red chilli flakes, sliced and served cold

Plus choose one of the following:

- Chilled Prawns with cocktail sauce
- Baked Cold Salmon with lemon & herbs with sides of cream cheese with dill, capers, red onion
- Ahi Tuna with pineapple soy-ginger sauce

**Ala Carte Menu:** \$/person + tax + gratuity (min. 25 guests) (up to three choices, extra charge \$25 for each additional)

- Phyllo Shells stuffed with roasted crimini mushrooms, gorgonzola cheese and Italian sausage- \$2.75
- Phyllo Shells stuffed with smoked salmon mousse and horseradish- \$3.00
- Phyllo Shells stuffed with artichoke hearts, spinach and parmesan cheese- \$2.25
- Crackers with artichoke/Spinach/Roasted garlic spread - \$2.00/person
- Belgian Endive with a blue cheese, toasted walnut sour cream spread- \$2.75
- Belgian Endive with a prawn, dill cream cheese and lemon spread- \$3.25
- Chicken, Apricot, and Mint pinwheels - \$3.00/person
- Triple Cream Brie Wheel w/candied pecans, dried apricot, almonds, dates, cran., crackers-\$95.00(feeds 30)
- Blue Cheese/Walnut Stuffed Mushroom Caps - 2.75
- Dates stuffed with goat cheese, walnuts and mint - \$2.50
- Goat cheese, pesto, and Sun-dried tomato Terrine with crackers - \$3.25
- Oven Dried Tomato with Brie and Pesto 3.50
- Prawns with Cocktail Sauce-\$5.50
- Blackened Prawns on a bed of avocado and cucumber bites - \$4.00
- Spicy Shoulder Tender Steak, served cold- \$10.00
- Sweet and Spicy Peppadew Peppers- stuffed with goat cheese- \$2.50
- Tortellini Pesto skewers with sun dried tomato- \$3.00
- Asiago Potato Souffle (small bite creamer potato with cheese n garlic- \$3.25
- Hearty Italian Meats and Cheese Platter with crackers-\$4.50
- Seared Ahi Tuna with Pineapple Soy and Ginger- \$6.50
- Italian Meatballs with neo sauce-\$3.50(3 per person) \$5/per person for (5 meatballs per person)
- Meatballs with a Honey Garlic Glaze- (ginger, soy, red pepper flakes)-\$3.50
- Chicken Fontina-chicken rolled with prosciutto and fontina cheese- \$4.25
- Chicken skewer's with a choice of One sauce: lime sriracha OR peanut OR honey garlic ginger soy- \$4.00
- Herb Baked Salmon-Served cold-\$6.00 per with sides of cream cheese with dill, capers, red onion
- Salmon "Lox" with dill/lemon cream cheese, chopped red onion, capers, cucumber rye crisp crackers-\$6.75
- Raspberry and Chipotle "mini" lamb chops-\$8.75 (two per person)
- Crudités-\$3.75 with dip
- Grilled woods Sausage with Hot Mustard-\$4.00
- Caprese Salad-Fresh Mozzarella balls, cherry tomatoes, basil/pesto-\$3.50
- Caprese skewers -Fresh Mozzarella balls, cherry tomatoes, balsamic glaze-\$2.85
- Tortellini Pesto Salad-Cheese filled tortellini, basil pesto, and sundried tomatoes - \$4.00
- Raspberry and Peach Semi Fredo-Icy cold raspberries and peaches with a touch of sugar-\$3.50
- Pasta Salad- with Champagne Vin., broccoli, olives, red bells, chopped carrots, and celery \$3.50
- Caesar Salad-\$3.00 OR Spring Mix Salad-\$2.75
- Melon, Mozz. And Prosciutto with a balsamic glaze-\$3.75 (seasonal only)

- Crudite Cups (small cups filled with assorted veggies with dressing on the bottom) -4.75/person
- Charcuterie platter of meats, dried fruits, nuts, crackers @ \$16 per person Add Cheese @ \$18/per person
- Grazing cups (individual charcuterie cups) – \$9.00

**To Go Trays with Lid Available @ \$7.00 each**

**Bar:** Hosted/Partially Hosted/No Host Beer n Wine (License and permit fee \$75) (hard alcohol license and permit \$150)

Bartenders @ \$25/hour/bartender (min. charge \$100 per bartender)

Beer and Wine: (Hosted) you purchase all beer n wine- Set up fee to include ice \$125

Example: purchase for you and set up

- Laughing Dog Pale Ale (Keg box rental fee \$20)
  - 1/2 Barrel \$337.50 (150 Pints)
  - 1/6 Barrel \$176.25 (60 Pints)
- Bud Lite, Coors, PBR, Kokanne (keg box rental fee \$20)
  - 1/4 Barrel \$168.75 (75 Pints)
  - 1/2 Barrel \$300.00 (150 Pints)
- Bottled beers @ \$3-\$4/each
- Pend Oreille Winery-Cab Franc \$28.00/Bottle
- Chateau St Michelle- Mimi Chardonay \$26/bottle
- Sav Blanc from New Zealand \$24
- Conondrum- Red \$25
- Quilt Cab Sauv. \$40
- Vermintino- \$35
- Coffee-Self Serve Station-50-75 Cups-\$95.00
  - We will bring: cream, sugar, cups, stir sticks, etc...
- Lemonade OR Ice Tea - \$2/person (both for 2.50 per person)

*These prices are just to give you a general price reference. When you decide, let me know the specific brands of beer you prefer and I'll get you accurate pricing. For the wine, just give me a price range (\$/bottle) and I can put together a list of various varietals/labels for you. Also, let me know what you decide regarding champagne/prosecco-do you want it served before the wedding?*

**Rentals: All About Wedding 208 263-9748 + tax, delivery, insurance**

**Dinnerware:**

- Paper plates, plastic flatware, paper/plastic cups, paper napkins- \$1.25/person
- High density plastic plates, reflections forks, knives & Linen Like napkin-\$2.00/person ADD app/dessert -\$2.50

**Desserts:**

- Assorted Bars/brownies @ \$3.75/per person (choose 2: cookies, lemon bar, brownie, cranberry almond, linzer)
- Brownies without nuts @ 2.75/per person add nut @ .50/per person
- GF Brownies with Walnuts - \$3.50/per person
- Small Chocolate mousse cups served in to go cup \$5.75/mini to go \$4.00
- Tiramisu - \$7/per person

Cake contacts:: Cake cutting service @ \$75 from Ivano's for weddings up to 100 guests

- [Andrewbrown703@gmail.com](mailto:Andrewbrown703@gmail.com)  
Web site: [7bcustomcakes.com](http://7bcustomcakes.com) 208 290-2034
- Kate's Cakes - Custom Creations  
[www.facebook.com/katieandhercakes](http://www.facebook.com/katieandhercakes) 208 597-3915

DJ:

- Rhythm Machine, John and Jeanette Roche-208-265-5131 "DJ" for ALL Occasions

Musician:

- Doug Bond and Marty – 208 290-2211

Florist:

- Neiman's-208-263-3024
- Fresh Sunshine- 208 627-4063

Delivery charge will be added based on distance

Coordinating fee for all events over 100 guests apply: \$150

For all events 100 guests or over, Ivano's can stay until the end of event and help with detailed clean up (collecting linens, stacking tables and chairs) Charge is \$1/per guest (upstairs event \$1.50 per guest) Final call for this service is 10pm (11pm if Ivano's is doing the bar)

Prices subject to change before booking.

Service:

**General Service-Included**

Ivano's responsible for:

- 5 hours of general service. \* (to include travel time)
- Arrive early to set up buffet & bar (If Ivano's is doing the bar)
- Help with any last-minute details
- Bussing during event
- General clean up (bussing tables, empty trash, etc.)

Client responsible for:

- Dining table and chair placement
- Dressing the tables with linens, decorations, water goblet, napkin, silverware
- Detailed clean up at end of reception
- Flower Arrangement/ Centerpiece Placement
- Breaking down rentals

Feel free to contact us with any questions/concerns. We look forward to working with you! Thank you for allowing us to assist with this very special occasion!

**Contract:**

A final guest count is due 10 days prior to event date. Billing will be based upon the number of quoted guests, as this number is considered a guarantee, unless number of guests exceeds this amount. We will set and prepare for attendance 5% above your guarantee.

A 25% deposit is required to secure the day of the event. 75% of the total estimated remaining catering cost due the Monday preceding the event. Remaining balance due evening of the event, unless other arrangements are made in advance. A final invoice will be sent out within 3 days after the event with any additional charges and the balance owed; this is due upon receipt. We accept cash and checks, credit cards (cards have a transaction fee of 3%).

In the event of cancellation, 50% of the deposit will be refunded. Cancellations must occur two calendar months prior to the date of the event in order to receive this refund.

Any changes, addition or modifications must be done within 3 business days of contract date.

Changes to the order within 3 days prior to the event will be subject to additional fees.

Thanks,

Ivano's Catering 208 263-0211

Nova Layton 208 946-1189

Liz Evans 208 610-6415

ivanoscatering@gmail.com

**Approximate Timeline: Guest arrival @**

**Ceremony Begins @**

**Bar Opens @**

**Appetizers @**

**Buffet Opens @**

**Toast @**

**First Dance @**

**Dessert/Cake Cutting @**

**Last Call @**