NSA Hampton Roads

# Catering Menu



NavyLifeNSAHR.com

UPDATED JUNE 20:



**FAMILY • FUN • FITNESS • EVENTS** 

# NavyLifeNSAHR.com IN NSAMWR

navymwrnsahamptonroads



STAY CONNECTED with Navy Life in Hampton Roads!



### **NSA Hampton** Roads MWR Food & Beverage

Consider planning your next event with us!

We have competitive pricing and a professional staff to help make your event a success.

### We offer catering services for: Military Ceremonies

Weddings & Receptions Conferences & Meetings Birthday & Holiday Parties **Retirement Parties** Plated Service **Breakfast Packages Lunch Packages Dinner Packages** Picnic Packages

For a look at our catering venues please visit NavyLifeNSAHR.com











# Catering Facilities

### **NSA HR - Headquarters**



### Norfolk Room

660 Ruthven Rd. (Bldg. CA-99) Norfolk, Virginia 757-237-3068

**NSA Hampton Roads** 



### CATERING OFFICE HOURS: Call for an appointment with a catering sales specialist

- Built in 1927, the historic Norfolk Room is located on the top floor of the Sewells Point Golf Course Club House and features a commanding view of the links
- Located off-base; making it an ideal place to host events that include both military and non-military guests
- Available for conferences, trainings, retirements, wedding receptions, birthday and anniversary parties, promotions and wetting downs

### Marianas Hall

7800 Hampton Blvd. (Bldg. SC-400) Norfolk, Virginia 757-237-3068



### CATERING OFFICE HOURS: Call for an appointment with a catering sales specialist

- Centrally located on board NSA Hampton Roads Headquarters across the street from the Joint Forces Staff College
- Ideal for formal receptions, military events, picnics, conferences, ceremonies and trainings

### NSA HR - Portsmouth



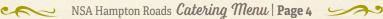
### River's Edge Community Center

Sterling Cook Road (Bldg. 256) Portsmouth, Virginia 757-953-5094



### CATERING OFFICE HOURS: Call for an appointment with a catering sales specialist

- River's Edge Ball Room is located on board Naval Medical Center Portsmouth
- Stunning views of the Elizabeth River and Downtown Norfolk skyline





### **NSA HR - Northwest**



### **Mariner Community Recreation Center**

237 Relay Road (Bldg. 237) Chesapeake, Virginia 757-421-8264



### CATERING OFFICE HOURS: Call for an appointment with a catering sales specialist

• Services include cater-outs for on base functions and picnics.

### **Log Cabin Catering and Conference Center**

Chesapeake, Virginia 757-421-8264

### CATERING OFFICE HOURS: Call for an appointment with a catering sales specialist

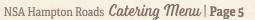
- Considered one of the Navy's best kept secrets, this beautiful and rustic facility resides in a quiet secluded section of the base surrounded by farm fields and colorful trees
- Located near the North Carolina border, this facility makes a great location for off-site functions, small luncheons, trainings or celebrations
- Two small conference rooms with seating for six each
- Two large conference rooms with seating for 20 each and a small kitchenette



For a look at our catering venues please visit, NavyLifeNSAHR.com

\*Speak with your catering specialist for pricing.







## Hors D'oeuvres

### Hot Trays (serves 50 people)

Meatballs (Swedish, Sweet-and-Sour or bbg)

**Chicken Tenders** (served with Ranch or Honey Mustard)

Boneless Chicken Bites (Teriyaki or Buffalo)

Chicken Wings (Mild or Hot)

Mini Chicken Cordon Bleu

**Fried Shrimp** 

**Vegetable or Chicken Lumpia** (served with Sweet-and-Sour)

Sliders (Fried Chicken with Pickle slice; Carolina-style Pulled Pork BBQ)

### Dips (serves 50 people)

Hot Crab Dip (served with Pita Points)

**Buffalo Chicken Dip** (served with Crackers)

**Bruschetta** (served with Crostini)

**Spinach Dip** (served with Pita Points)

### **Cold Trays** (serves 50 people)

#### PINWHEELS:

**BLT** (Romaine Lettuce, Fresh Tomatoes, Crispy Bacon with Ranch)

Cheese Tray (Fresh Domestic Cheese with Gourmet Crackers)

**Vegetable Tray** (served with Ranch Dip)

Seasonal Fruit Tray served with Yogurt Dip

Decadent Fruit Cheese and Vegetable Display (Fresh Seasonal Fruit, Cheese, Vegetables and baked Brie served with Spinach and Ranch Dip and Gourmet Crackers)

Deli Platter (Turkey, Ham, Roast Beef and Cheese accompanied with Rolls, Mayonnaise and Mustard)

Caprese Skewers (Fresh Mozzarella, Tomatoes and Basil topped with Balsamic Drizzle)

Shrimp Cocktail (with Cocktail Sauce and Lemons)

Smoked Salmon (Capers, Hard Boiled Eggs, Onions, Sour Cream and Baguettes)

Chicken Salad Croissant

Antipasto Skewers (Artichokes, Black Olives, Salami, Pepperoni, Mozzarella Cheese and Olives)







### **Carving Stations:**

Top Round of Beef\* (serves approximately 100 people)

Slow cooked Top Round of Beef seasoned with dry rub, hand-carved and served with fresh baked Dinner Rolls and Horseradish Aioli

Turkey Breast\* (serves approximately 100 people)

Fresh roasted seasoned Turkey Breast, hand-carved and served with fresh baked Dinner Rolls

Virginia Baked Ham\* (serves approximately 100 people)

Slow roasted Virginia Baked Ham, hand-carved and served with fresh baked Dinner Rolls and a Spicy Brown Mustard

**Dessert Station** (per person) Assortment of Mini Desserts

\*Carver included









### Beverage Options

### By The Gallon

Hot Coffee Station Iced Tea Station Fruit Punch Lemonade

### **Single Serve**

Assorted Soda Station (50 cans)



### Bar Options

#### **Host Bar**

Host covers cost of drinks for attendees via contracting or on-site, pre-determined amount.

#### **Credit Bar\***

Attendees purchase their own drink. Includes liquor, beer and wine. \*Cash not accepted, credit cards only.

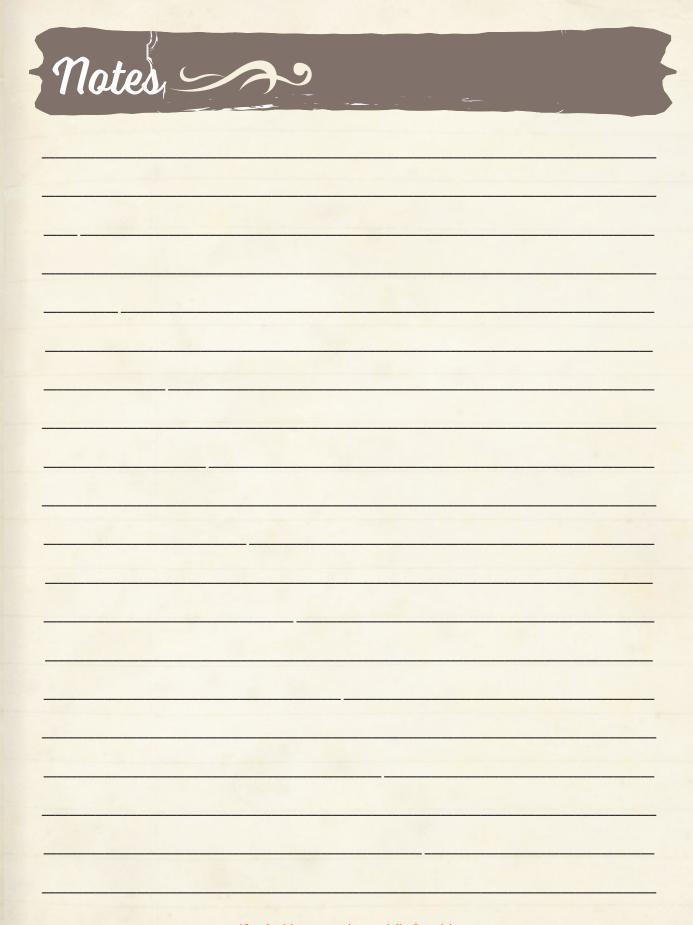


<sup>\*</sup>Speak with your catering specialist to customize the best bar package for your event.









### Conference Packages

All packages include room set-up and break-down, projector, screen, podium, internet connection, tea and water service

### Morning Package (per person)

Assorted Danishes

Assorted Mini Muffins

Coffee Station

\*Breakfast buffet packages available upon request.

### **Afternoon Package** (per person)

**Assorted Granola Bars** 

Fresh Baked Cookies

Assorted Bagged Chips

Coffee Station

**Assorted Canned Sodas** 

All Day Package (per person)
Includes Morning and Afternoon Package

### Ceremonial/Reception Packages

Red Carpet, Bullets and Bell

### **Packages Include:**

Room set-up and break-down

Podium

Microphone

Cake Table

Cover Table and Awards Table

Fruit, Cheese and Vegetable Tray

Iced Tea and Water

\*Minimum of 50 people





### Meal Service Options >

Includes Iced Tea and Water served with fresh Dinner Rolls

#### Salad

### Choice of one:

Garden Salad

Mixed Greens, Tomatoes, Red Onions and Cucumbers served with Ranch and Italian Dressing

Caesar Salad

Crisp Romaine Lettuce, fresh Parmesan Cheese and Croûtons served with Caesar Dressing

Spinach Salad

Fresh Spinach, Red Onions, Cucumbers, Mushrooms, and Grape Tomatoes served with Ranch and Italian Dressings

### Accompaniments and Vegetables

### Choice of two:

Mashed Potatoes with Onion Gravy

Baked Macaroni and Cheese

Rice Pilaf

Sweet Corn

Steamed Broccoli

Roasted Fingerling Potatoes

Lemon Asparagus

Broccoli Au Gratin

Honey Glazed Heirloom Carrots

Green Bean and Mushroom Medley

### Entrées

### Choice of:

Southern Fried Chicken

Slow-roasted Seasoned Beef

Virginia Baked Ham

Seasoned Grilled Chicken Breast

Roasted Salmon

Chicken Alfredo Pasta

\*Vegetarian Options Available, Speak with your Catering Specialist

## Plated & Buffet Options >

Plated service includes two accompaniments, plated salad and fresh Dinner Rolls. Number of entree choices vary, see catering sales specialist for details.

**Plated Lunch** (per person)

**Plated Dinner** (per person)

**Buffet Options** (per person)

One Entree **Two Entrees** 





### Wedding Packages =

### All packages include:

Room set-up and break-down Table Linen (white)

DJ Table

Dance Floor Giff Table

Cake Table

Cake Cutting

Hors d'oeuvres (Fresh Fruit, Cheese and Vegetable Display)

### \*Minimum of 50 people

### **Emerald Package** (per person)

Includes Iced Tea and Water served with fresh baked Dinner Rolls

#### Hot hors d'oeuvres

### Choice of two:

Lumpia

Mini Chicken Cordon Bleu

Chicken Bites (Buffalo or Teriyaki)

Fried Shrimp



### Salad

### Choice of one:

Garden Salad Mixed Greens, Tomatoes, Red Onions and

Cucumbers served with Ranch and Italian Dressing

Caesar Salad

Crisp Romaine Lettuce, fresh Parmesan Cheese and Croûtons served with Caesar Dressing

Spinach Salad Fresh Spinach, Red Onions, Cucumbers, Mushrooms, and Grape Tomatoes served with Ranch and Italian Dressings

### **Accompaniments** and Vegetables

### Choice of two:

Mashed Potatoes with Onion Gravy

Baked Macaroni and Cheese

Rice Pilaf

Sweet Corn

Steamed Broccoli

Roasted Fingerling Potatoes

Lemon Asparagus

Broccoli Au Gratin

Honey Glazed Heirloom Carrots

Green Bean and Mushroom Medley

### **Entrées**

### Choice of two:

Southern Fried Chicken

Slow-roasted Seasoned Beef

Virginia Baked Ham

Seasoned Grilled Chicken Breast

Roasted Salmon

Chicken Alfredo Pasta

\*Vegetarian Options Available, Speak with your Catering Specialist



NSA Hampton Roads Catering Menu | Page 12



### Diamond Package (per person)

Includes Iced Tea and Water served with fresh Dinner Rolls

#### Hot hors d'oeuvres

### Choice of three:

Lumpia

Mini Chicken Cordon Bleu

Chicken Bites (Buffalo or Teriyaki)

Fried Shrimp

Antipasto Skewers
Chilled Shrimp Cocktail

#### **Salad**

### Choice of one:

Garden Salad

Mixed Greens, Tomatoes, Red Onions and Cucumbers served with Ranch and Italian Dressing

Caesar Salad

Crisp Romaine Lettuce, fresh Parmesan Cheese and Croûtons served with Caesar Dressing

Spinach Salad

Fresh Spinach, Red Onions, Cucumbers, Mushrooms, and Grape Tomatoes served with Ranch and Italian Dressings

### Accompaniments and Vegetables

### Choice of two:

Mashed Potatoes with Onion Gravy

Baked Macaroni and Cheese

Rice Pilaf

Sweet Corn

Steamed Broccoli

**Roasted Fingerling Potatoes** 

Lemon Asparagus

Broccoli Au Gratin

Honey Glazed Heirloom Carrots

Green Bean and Mushroom Medley

### **Entrées**

### Choice of two:

Southern Fried Chicken

Slow-roasted Seasoned Beef

Virginia Baked Ham

Seasoned Grilled Chicken Breast

Roasted Salmon

Chicken Alfredo Pasta

\*Vegetarian Options Available, Speak with your Catering Specialist





# Picnic Packages 😑

All picnic packages include up to two hours of food service (while supplies last), delivery to any of our picnic areas, set-up and breakdown of food/beverage stations, plastic utensils, paper products, and food service staff. Please add \$1.75 per person for additional entrée and \$1 for additional side item to your menu selection.

### Nauticus Package (per person)

**Potato Chips** Iced Tea and Water Hot Dogs

Hamburgers/Cheeseburgers Potato Salad or Coleslaw Fresh Baked Cookies **Baked Beans** 

### Waterside Package (per person)

Pulled Pork BBQ or Pulled Hamburgers/Cheeseburgers Potato Salad or Coleslaw

Chicken **Baked Beans** Fresh Baked Cookies Hot Dogs Iced Tea and Water Potato Chips

### Wisconsin Package (per person)

Pulled Pork BBQ Potato Chips

Pulled Chicken Potato Salad or Coleslaw Hot Dogs Fresh Baked Cookies

Hamburgers/Cheeseburgers Iced Tea and Water

**Baked Beans** 

### Harbor Package (per person)

Smoked Beef Brisket Coleslaw

Fresh Baked Cookies Pulled Pork BBO Iced Tea and Water Baked Beans with Bacon

Macaroni & Cheese

### **Add-On Amusements**

### (may be included in package price)

**Bounce Houses** Popcorn Machines **Snow Cones Machines** Cornhole Boards

> **Contact your Catering Sales** Specialist for more information.

## Catering "To Go"

### Pick-up only, serves 25 people

Includes paper products, utensils and condiments

### **Pulled BBO Chicken**

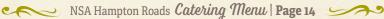
Includes: Sandwich Rolls, Potato Salad, Coleslaw and **Assorted Cookies** 

### **Pulled Pork BBO**

Includes: Sandwich Rolls, Potato Salad, Coleslaw and **Assorted Cookies** 

\*Speak with your catering specialist for pricing.









### Sandwiches/Wraps (per person)

Served with Chips, Fresh Baked Cookie and choice of Bottled Water or Canned Soda

### Choice of:

Deli Style Sandwich (choice of Turkey or Ham)

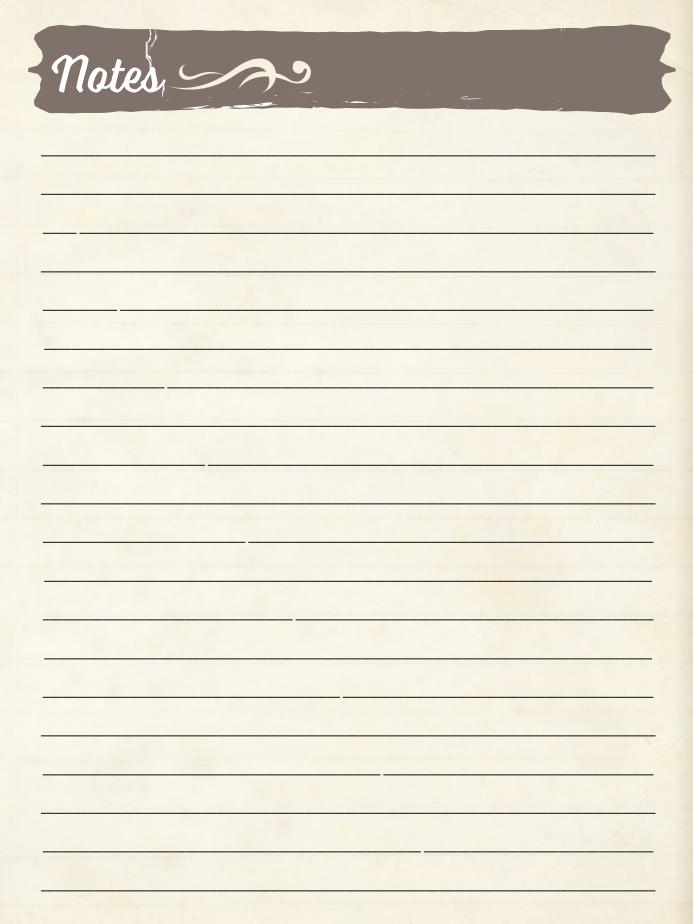
Turkey Wrap with Cheese, Lettuce and Tomato

Ham Wrap with Cheese, Lettuce and Tomato

Fresh Chicken Salad Wrap with Cheese, Lettuce and Tomato

### **Chicken Cobb Salad** (per person)

Chicken Breast, Bacon, Hardboiled Egg, Cheese, Tomato and Cucumber over a bed of Fresh Salad Greens served with choice of dressing and choice of Bottled Water or Canned Soda



### Catered Event Request Form

POC's Information	Today's Date:
Name:	Command:
Sponsor's Information	
Name:	Command:
<b>Event Information</b>	
Date/Dates: Reques	ted Venue:
	event:
Event Title:	Approx. # of people:
<b>Request Room Set-up</b> (mark with an X)	
Classroom: Rounds: RET/CoC Ce	eremony: Cocktail:
U-Shaped: Square: Theater-st	_
A/V Equipment Needed Misc. 1	Equipment Needed (mark with an X)
	et, Bullets, Flags: Other:
-	oor:Other:
Wi-Fi Connectivity: Stage:	
Requested Bar Set-up (mark with an X)  "Cash" Bar (Credit Only): (Attendees purcha ments only.)  Host Bar: (Host covers cost of drinks for Ar Special Request Items on Bar:	se their own drinks. Includes liquor, beer & wine. Credit card paytendees via contracting or on-site Pre-paid Tab.)
Requested Menu	
Please initial the statements below:  I understand that no outside food or beverage is a specialized desserts).  I understand that no food or beverage is allowed to	-
Print Name:	
Signature:	

Headquarters: 237-3068 | Portsmouth: 953-5094 | Northwest: 421-8264 Return this form to your Catering Sales Specialist.







### NSA HAMPTON ROADS CATERED EVENTS POLICY AGREEMENT

Please initial all fields to acknowledge that you have reviewed all of the information provided within this policy agreement package and accept the outlined regulations.

Food/Beverage	
No outside food or beverage is allowed on premises. An contract by catering sales representative. If unauthoriz All food MUST BE CONSUMED ON SITE. NO FOOD IS A (per CNIC 1710.3 Chapter 21).	zed food is brought in a \$300 fee will be assessed.
Food service on buffets is for a maximum of two hours.	Events are booked in 4-hour increments.
Venue / Room Rental	
Event cancellations must be submitted in writing at lea	st 5 days prior to scheduled event date.
All deposits are NON-REFUNDABLE. EXCEPTION: Miss	ion essential deployments, duty station changes.
Deposits must be paid within 5 business days of the cate	ering contract initiation.
Additional incremental hours over the allotted 4 hours is a <b>EXCEPTION</b> : All-day conferences are booked in 8 hour in	
Sunday events will incur an additional fee of \$250.	
Host and Vendors will be allowed early access to decorate a with your Catering Specialist.	nd set up, based on room availability. Please coordinate
MWR NSA HR is not responsible for any personal property	or items left in banquet facilities.
No confetti of any kind is allowed to be used on site. No tape If these prohibited items are discovered on-site after the fac will be a \$250 damage/clean up fee applied to the credit card	t, or there is any substantial damage to the room, there
<b>Event Timeline &amp; Financials</b>	
All event contracts include a 20% service charge on food up, break down, and staffing gratuity for event. EXCEPTIO or cater-outs, depending on level of service/delivery needs. For charges may vary. We do not provide services for off-base lo	<b>NS</b> : Percentage may vary on some contracts for drop offs ees will apply to any cater requests outside of our venue,
Finalization of menu selections, guest count, and final pevent date. Cash, credit, and command/business checks a EXCEPTION: Unit Allocation Fund payments.	
This agreement is between the Sponsor and the Food and Beverage Diviagreement by the Sponsor binds the Sponsor to the policies contained in of their guests and payment for goods and services ordered on the Cateragreement that also requires a signature of authorization by the Sponsor	this agreement and holds the Sponsor liable for the conduct ring Contract. The Catering Contract is an addendum to this
Client:	Date:
MWR Sales Representative:	Date:

Headquarters: 237-3068 | Portsmouth: 953-5094 | Northwest: 421-8264 Return this form to your Catering Sales Specialist.





