



# Outside Catering

## INCLUDES

Set-up and Tear Down of Event Space  
1 Banquet Server per 40 guests  
60" or 72" Rounds of 8 or 10  
White or Ivory Polyester Floor Length Linen  
(3) Votive candles per table  
Gold or Silver Chivari Chairs  
China, Silverware, Glassware  
Use of Hot Warmers, Chafers, and serving utensils  
Dancefloor  
Cake table  
Gift table  
DJ table  
Stage/Riser

LUNCH: \$45.00

DINNER: \$55.00

ALL PRICES ARE PER PERSON AND SUBJECT TO  
25% SERVICE CHARGE AND CURRENT SALES TAX

223 Twin Dolphin Drive Redwood City CA 94065



## OUTSIDE CATERING REQUIREMENTS

Caterer must provide the following information one month prior to event day:

Catering Company License

ServSafe Certification

Signed Grand Bay Hotel San Francisco Outside Catering Waiver

If any staff member of the Catering Company is sick within 5 days of arriving to the hotel, they must have waiver of health from a doctor

Proof of 1,000,000.00 Liability Insurance

Contact Information:

- o Catering Company Name:
- o Onsite Contact Name:
- o Onsite Contact Mobile Phone Number:

The Catering Company is required to transfer any and all food from caterer's transport containers to the hotels serving containers

One member from the Catering Company is required to stay during the event to answer any and all questions about the food while the group is dining

The catering company is required to provide (1) attendant for every buffet and food station and is required to run and refill buffet lines

Grand Bay staff cannot serve outside caterer's food from the buffet line. A member of the Catering Company is required to serve any and all food if this is required for the event

A designated area will be available to your caterer In order to prepare any dishes that require to be cooked on site.

Outside caterers are not permitted in the Banquet Kitchen at any time.

Must discuss with Chef prior to any arrangements

A detailed menu of every food item to be served must be provided to the hotel no later than 30 days in advance