

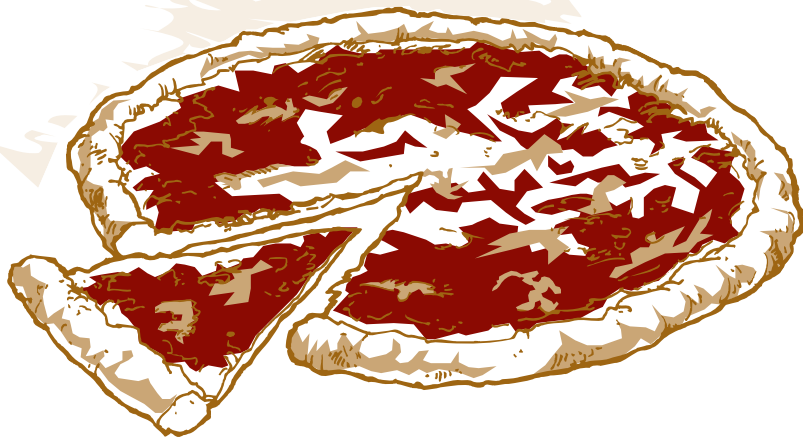
GERLANDA'S WORLD FAMOUS PIZZA



# GERLANDA'S

*catering*

SERVING RUTGERS UNIVERSITY AND THE NEW BRUNSWICK COMMUNITY  
FOR OVER 30 YEARS



# WELCOME TO GERLANDA'S!

Gerlanda's has been providing affordable quality catering services to the Rutgers University community and the surrounding area of New Brunswick for over 30 years. We also service the professional staff and departments of RWJMS and St. Peters University Medical Center. Our clientele also includes many of the small and large corporations and professional offices of the downtown New Brunswick area. Additionally we operate several successful quick-service restaurants in the College Avenue Student Center and the Busch Student Center at Rutgers University. These operations include *Gerlanda's Pizza Café* in the College Avenue Student Center as well as *Gerlanda's Pizza & Deli* and *Gerlanda's Café* in the Busch Student Center.

For our customers who are in need of catering services, we offer a wide array of breakfast, lunch, dinner and reception packages, as well as our line of signature pizzas.

Our offerings are always prepared fresh, from the finest ingredients. We pride ourselves on presentation, product quality, and dedication to total customer service for our clients. We are always available to consult with you and provide creative input to make your event one to remember. Whenever possible, we would be happy to alter or supplement our menu to meet your needs. Please take a moment to review our catering menu and feel free to call us with any questions.

**THANK YOU!**



## POLICIES & PROCEDURES

### *Catering Reservations*

Although we are known primarily for our catering services within the campus of Rutgers University, we would be happy to cater your event anywhere in the New Brunswick area.

If your event is being held off campus or in a building not affiliated with Rutgers University, please call (732) 846-9375 and ask to speak to the catering manager to initiate the ordering process. Our catering manager will be available to assist you with your order, Monday-Friday from 9AM-5PM.

If you are looking for a facility in which to hold your event, please consider any of the student centers located on the New Brunswick campuses of Rutgers University. All of these facilities can accommodate events for 10-500. We would be happy to provide catering services in the Busch Student Center, College Avenue Student Center, Livingston Student Center, Douglass Student Center, Student Activities Center or Cook Student Center. We also provide catering services in many of the academic buildings on campus. To learn more about the Rutgers College Student Centers, visit them on the web at [www.get-involved.rutgers.edu/facilities/index.shtml](http://www.get-involved.rutgers.edu/facilities/index.shtml). If you would like to book a space to hold your event or obtain additional information on facilities and services, call the Rutgers College Student Centers Reservations office at (732) 932-8821.

### *Ordering Guidelines*

Please allow a minimum of seven business days to guarantee the booking of an event. Whenever possible, we will accept bookings up to two business days prior to an event, but we cannot guarantee the ability to accept an order within those time constraints due to prior commitments. Additionally, if we are able to accept an order on short notice, we may find it necessary to limit or modify some menu items and adjust requested delivery time.

To place your order, please review the menu carefully and then e-mail your order utilizing our web-based order form at [www.GERLANDAS.COM](http://www.GERLANDAS.COM).

**GERLANDA'S COLLEGE AVENUE STUDENT CENTER PROVIDES CATERING AT THE FOLLOWING FACILITIES:**

*College Avenue Student Center*  
*Douglass Student Center*  
*Cook Student Center*  
*Student Activities Center*

If you already have confirmed room reservations for your event in the any of the above listed facilities, please call (732) 846-9375 and ask to speak to the catering manager who can assist you in ordering catering services for those locations, or just review the ordering guidelines listed below.

**GERLANDA'S BUSCH STUDENT CENTER PROVIDES CATERING AT THE FOLLOWING FACILITIES:**

*Busch Student Center*  
*Livingston Student Center*

If you already have confirmed room reservations for your event in any of the above listed facilities, please call (732) 463-1616 and ask to speak to the catering manager who can assist you in ordering catering services for those locations, or just review the ordering guidelines listed below.

All catering orders must be placed in writing via email in order to confirm an event. Please feel free to call with any questions you might have about any of our catering packages.

An estimated number of individuals attending an event is necessary when making a reservation. A final guest count is required three business days prior to the event. This will be the number utilized for billing purposes. In the event that a reduction in numbers is necessary within the final three day period, we reserve the right to bill at the original guaranteed number. Any cancellation with less than three business days notice may result in a minimum of a 25% cancellation fee. Your event is not confirmed unless you have received a numbered estimate or a numbered invoice detailing your event from one of our facilities.

### *Inclément Weather Policy*

In the event of inclement weather, we will maintain communication with the client in order to minimize cancellation issues. At a specific time at least 24 hours prior to an event, the client will be notified as to their final opportunity to move forward or cancel an event. Subsequent to that time, cancellation fees up to and including 100% of the invoice may apply.

### *Service Fee*

All catering events will incur a Service and/or Delivery fee whether the event is held in the Student Centers or in a building necessitating any type of delivery. This fee covers delivery, as well as event set up, or breakdown if necessary, on any event. The minimum order for off-premise delivery is \$50.00. Delivery requests will be accommodated whenever and wherever possible. There may be instances when delivery service is not available due to time constraints and/or delivery location.

The Service & Delivery fee is structured as follows:

Service & Delivery fees for any catered event valued up to \$100.00, on or off campus, will incur a \$10.00 service fee. Any catered event valued over \$100.00, on or off campus, will incur a service/delivery fee equal to 13% of total invoice.

There may be additional service fees charged based on size and scope of event, event location, and logistical requirements. Clients will be informed in advance of all service fees and charges.

### *Payment*

Payment guidelines are as follows: We accept cash, Visa, Mastercard, American Express and Rutgers University purchase orders as well as SABO check requests. Established customers may pay with a personal check.

Non-University affiliated clients are required to provide a 50% down payment (based on the estimated # of attendees) when a reservation is booked. The balance is due on the day of the event.

Rutgers University Student Groups: University recognized student groups must submit a signed SABO check request when booking an event, or at the latest, when catering services are provided.

University Departments should utilize the "RIAS" system to generate a purchase order upon receipt of an invoice. Please e-mail a copy of the purchase order to confirm your event prior to date of event.

Sales Tax: New Jersey sales tax will be charged when appropriate.

### *Presentation*

All events are served buffet style, with larger groups having multiple setups to ensure efficient service times. Our menu is designed so that your attendees will receive the appropriate amount of food based upon your contracted bill. Buffets with more than 50 attending may require an attendant for a minimum of 1 hour. If attendants are necessary, the client will be notified in advance of this charge. The charge for an attendant is \$30 per attendant per hour. In events held at University Student Centers, buffet setups and dining table logistics are coordinated in advance by the catering manager and the Student Center Professional Staff after consultation with the client. Events held outside the Student Centers will require the client to arrange for the proper amount of buffet tables to be available prior to the event for buffet presentation. We do not provide tables as part of our services. Please allow a minimum of one 6' buffet table for every 20 people attending an event. When ordering coffee service, please allow for access to electrical outlets.

### *Events Requiring Chafing Dishes*

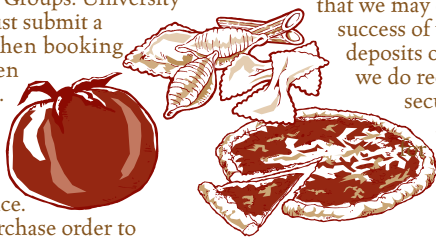
All catering packages which require sterno fuel and chafing dishes as part of the event shall be subject to a 30 person minimum. This includes Hot Breakfast Buffets, Hot Buffets, Hot & Cold Buffets, and Reception Packages. Additionally, as per University guidelines, any of these events will require the customer to utilize a paid attendant supplied by the Wheatzza Corp. to ensure University safety protocol is observed. More information on this policy is available on request.

All of our catering packages include complete paper service. Plates, napkins, forks, knives, cups straws and necessary condiments are included in menu pricing. White disposable tablecloths are provided on buffet tables and included in the price of catering services. Tablecloths are not provided for dining tables unless specifically requested by the client. White disposable tablecloths for dining tables are available at a cost of \$4.50 per cloth. We do not offer linen or china service. Our plates and cutlery are of a high quality disposable plastic. With advance notice, we can provide color-coordinated paper service at an up-charge.

As part of an overall program designed to provide our clients with the safest food service possible, and in accordance with Rutgers University guidelines, we request that clients not remove any food that requires specific temperature control at the end of a catered event. Additionally, as per University food safety guidelines, all temperature sensitive foods must be removed and discarded no later than 2 hours after initial serving time. These foods may not be re-packaged or served again.

### *Special Requests*

Please notify us in advance of any special requests, so that we may coordinate plans to ensure the success of your event. We do not require deposits on any catering equipment, but we do request your assistance in securing equipment at off-premise functions until we can arrange pickup.



## World Famous Pizza

Pizza is what has made us famous for over 30 years. Our pizzas are prepared fresh daily, starting with our hand rolled dough, continuing with our superlative combination of tomato sauces and spices, then finished off with our fine shred of mozzarella and fresh innovative topping choices. Our pies are always delivered hot and on time and can be ordered a la carte or you can build a meal package by including salad, dessert and beverages as outlined below. Take a moment to read through our extensive list of imaginative pizzas. **For an exciting change, try Wheatzza®, our own innovative brand of whole wheat pizza which offers a fresh, healthy, tasty alternative to our traditional hand tossed dough.** We are confident you will find an array of pizzas to suit your needs. Complimentary paper service is always included with your order.

### Cheese Pizza .....\$13.25

Our famous, thin crust, Neapolitan-style pizza has been a Rutgers tradition for over 30 years. Made with Real Wisconsin mozzarella cheese, and imported Italian tomatoes, this pizza is still made the same way it was 30 years ago, and that's what keeps it tasting great today...

#### AVAILABLE TOPPINGS ...\$2.50 EACH TOPPING

Pepperoni Sausage Mushroom Peppers/Onions  
 Broccoli Spinach Fresh Chopped Tomato  
 Fresh Garlic Roasted Garlic Eggplant  
 Cheddar Cheese Pesto Sauce  
 Meatballs Sun Dried Tomatoes  
 Roasted Red Peppers Extra Cheese



### Signature Pizzas—Thin Crust

#### MARGHERITA .....\$15.75

Named for the Queen of Italy. It's Red (Tomato), White (Fresh Mozzarella) and Green (Fresh Basil).

#### 4 SEASONS .....\$16.50

Chopped Spinach, Cheddar Cheese, Pesto Sauce, Fresh Chopped Tomato and Ricotta Cheese.

#### SAN ANDREA .....\$15.75

Sausage, Fresh Chopped Tomato & Mozzarella.

#### PINK RUSSIAN .....\$16.50

Pizza with Vodka Sauce, Mozzarella and Plum Tomato.

#### PIZZA ARRABIATA .....\$15.75

Literally translated, it means "Angry Pizza"—It's not angry, but it is fiery hot and spicy.

#### TOMATO BASIL .....\$16.50

Plum Tomato, Pesto Sauce and Mozzarella Cheese.

#### CLASSIC WHITE .....\$15.75

Broccoli Florets, Mushrooms and Chopped Garlic topped with Fresh Chopped Tomato.

#### BROCCOLI 3 CHEESE ...\$16.50

Broccoli Florets, Cheddar Cheese, Ricotta and Mozzarella.

#### SPINACH RICOTTA .....\$15.75

Chopped Spinach with Ricotta, Provolone and Mozzarella Cheese.

#### MEDITERRANEAN .....\$16.50

Feta Cheese, Olives, Chopped Spinach, Plum Tomato and Mozzarella.

#### CHEESELESS VEGETABLE

#### PIZZA .....\$15.75

Plum Tomatoes, Mushrooms and Chopped Spinach.

#### ROASTED GARLIC &

#### TOMATO .....\$16.50

Our own Roasted Garlic, Plum Tomato and Mozzarella.

#### PIZZA BIANCO .....\$15.75

A 3 cheese white pie with Mozzarella, Ricotta and Parmesan.

#### TEX-MEX .....\$16.50

A spicy mix of Corn, Peppers & Onions, Cheddar Cheese and a Fire-Roasted Salsa.

#### ST. PETER'S PIZZA .....\$16.50

Fresh Mozzarella, Diced Tomatoes, Fresh Chopped Garlic and Fresh Basil.

#### EGGPLANT RICOTTA ....\$16.50

Grilled Eggplant with dollops of Ricotta and Mozzarella.

#### PIZZA PRIMAVERA .....\$16.50

Broccoli Florets, Chopped Spinach and Fresh Garlic with Diced Tomatoes.

#### 4 CHEESE .....\$16.50

A white pie with Ricotta, Cheddar, Mozzarella and Provolone Cheese.

#### PIZZA TRE COLORE ...\$16.50

Chopped Spinach, Plum Tomato, Sun-Dried Tomato, Red Onion & Feta Cheese.

#### ROASTED POTATO &

#### GARLIC .....\$16.50

Mozzarella, Roasted Red Potato and Roasted Garlic.

#### MEATBALL PARM PIZZA . \$16.50

Sliced Meatballs, Plum Tomato and Fresh Mozzarella.

#### HAWAIIAN .....\$16.50

Ricotta, Mozzarella with Chopped Pineapple and Ham.

**CHICKEN PARMESAN ..\$18.50**  
 Chopped Breaded Chicken with Mozzarella and Sauce topped with Parmesan and spices.

**CHICKEN FAJITA .....\$18.50**  
 A spicy mix of Diced Chicken, Onions & Peppers, Cheddar Cheese.

**RED HOT CHICKEN ....\$18.50**  
 Smoky Chicken Cutlet with a Red Hot Sauce, topped with Plum Tomato, Basil and Bacon.

**BARBECUE CHICKEN ..\$18.50**  
 Chicken Cutlet marinated in Barbecue sauce topped with Mozzarella and Cheddar Cheese.

**BUFFALO CHICKEN ....\$18.50**  
 Spicy Marinated Chicken, Mozzarella, and Bleu Cheese.

**CHICKEN BROCCOLI ...\$18.50**  
 Diced Chicken Cutlet, Broccoli Florets, Cheddar, Mozzarella on a Ricotta Cheese base.

**CHICKEN PESTO .....\$18.50**  
 Grilled Chicken, Mozzarella, Pesto, and Chopped Sun-Dried Tomatoes.

**SMOKY MOUNTAIN ....\$18.50**  
 Pulled Pork with Barbecue sauce topped with Smoked Mozzarella.

*Thick Crust Pizzas*

**SQUARE SICILIAN .....\$16.50**  
 Our traditional square shaped thick crust pie.

**SPECIAL SICILIAN .....\$19.25**  
 Our round crust Sicilian topped with Sausage, Pepperoni, Peppers & Onions and Mushrooms.

**VEGETARIAN SUPREME \$19.25**  
 Roasted Red Pepper, Portobello Mushroom, Roasted Eggplant, Roasted Red Potato and Fresh Garlic.

**STUFFED MEAT PIZZA ..\$19.25**  
 Sausage, Pepperoni, Meatball and Mozzarella between 2 layers of dough.

**CHICAGO-STYLE SPINACH PIZZA .....\$19.25**  
 Spinach, Ricotta & Mozzarella Cheese between 2 layers of dough, topped with Sauce.



**PIZZA MILANO .....\$19.25**  
 Chopped Spinach, Bacon, Red Onion over Mozzarella and Sauce.

**CHICKEN FLORENTINE \$19.25**  
 Diced Breaded Chicken, Roasted Garlic, Spinach & Plum Tomato over Mozzarella and Sauce.

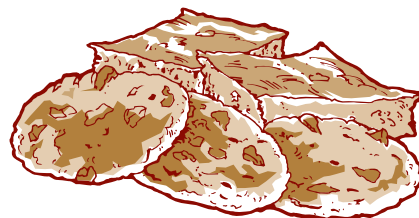
**SAN GENNARO .....\$19.25**  
 Peppers, Onions, Roasted Potatoes and Sausage over Mozzarella and Sauce.

**PEPPER JACK PIZZA ....\$19.25**  
 Strips of Smoky Chicken, Grilled Onion and Pepperjack Cheese over Mozzarella and Sauce.

*Assorted 12 oz. soft drinks .....\$1.25 per person*

Beverages (12 oz. Pepsi Cola products).

*Cookies & Brownies (Decoratively Plattered) .....\$10.00 per lb.*



*Side Order Salads*

(There is a 10 person minimum on salad orders.)

**GARDEN SALAD**  
 Our house salad with iceberg lettuce, romaine lettuce, field greens, garnished with cucumbers and tomatoes. Served with a variety of dressings. ....\$2.25 per person

**CAESAR SALAD**  
 A classic Caesar salad served with croutons and caesar dressing. ....\$2.75 per person

**SPINACH SALAD**  
 Clipped leaves of fresh spinach garnished with sliced hard boiled eggs, red onions & tomatoes. ....\$2.75 per person





[WWW.GERLANDAS.COM](http://WWW.GERLANDAS.COM)



BUSCH STUDENT CENTER  
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