

# Catering at Georgia Tech

Tech Catering- GT's Primary Caterer and Your Campus Partner in Creating Memorable Events



# Agenda

Meet The Team

What is Catering?

Ordering to Billing: What to know

Summer Projects

Sustainability

Student Initiatives

Q & A





# Meet the Team





# What is Catering?



- Catering is food service brought to your location of choice to feed a designated gathering of guests.
- It can be formal or informal

# Formal Service

- Formal service and set up mainly involves porcelain service-ware, glassware, etc.
- It may also include possible attended service when the guest count exceeds manageable crowds as porcelain is labor intensive
- Note that if your event is funded by via State funds, then formal service typically will exceed per diem limits



# Informal Service

- Everything from an all-disposable drop-off (think pizza delivery; smaller boxed lunch orders; aluminum pans of ready to eat hot food, etc...); no set up at all; a quick-in and out
- To An all disposable set up where we utilize all disposable service-ware and all disposable containers/chafers and set-up
  - While there isn't a pick-up of equipment & supplies on our part this is a great option for those who want to repurpose leftovers post event (I'll touch on that later); or you may have limited space for a full set-up; or when a pick-up could be disruptive to the flow of an event.
- Lastly our delivery disposable service option where we use disposable service-ware paired with our equipment, linen & décor
  - This service requires an end of event pick –up of all equipment & supplies
  - This service may also require attended service at an additional cost for larger events to manage food replenishing.

## All Disposable Drop-off



## All Disposable Set-up



## Delivery Disposable





# The Ordering Process

1. On-line thru Catertrax  
[techcatering.catertrax.com](http://techcatering.catertrax.com)
2. Email Tech Catering  
[Techcatering@dining.gatech.edu](mailto:Techcatering@dining.gatech.edu)
3. Phone Call: 404-894-1542



# Billing: What to Prepare for Prior to GT's FY24 Close

- Work-tag and funding source important!
- **Will funds be encumbered in the current fiscal year?**
- FGMF and/ or attendee identification (employees, students, outside guests?)
- List of Attendees if less than 15 guests
- Alcohol Approval Form





# Tech Catering's Summer of Preparation...

- Summer Camps & Conferences
- Menu Refreshes
- Equipment & Supplies Updates



**Tech Rec**

**BOWLING BILLIARDS & BITES MENU**

**SANDWICHES**  
Sandwich minimum per section. Served with Lettuce & Tomato on a Kaiser Roll with Assorted Chips.

TURKEY & CHEESE	\$7.85
HAM & CHEESE	\$7.85
ROAST BEEF & CHEESE	\$8.35
TUNA SALAD	\$7.35
GRILLED VEGGIE	\$7.35

**PIZZA**

CHEESE	\$14
PEPPERONI	\$14
MEAT TRIO	\$14
VEGGIE	\$14

**WINGS BY THE DOZEN**  
3 Month minimum. Served with Ranch or Blue Cheese and Celery or Carrot Sticks.

BUFFALO	\$22
LEMON PEPPER	\$22
GARLIC PARMESAN	\$22
HONEY BBQ	\$22
FLAMING HOT CHEITOS	\$22
TERIYAKI	\$22
CAULIFLOWER BUFFALO 'WINGS' (VGI)	\$22

**TECH BITES**  
4 Month minimum.

MINI VEGETARIAN EGG ROLLS WITH DIP	\$18 PER DOZEN
MOZZARELLA STICKS WITH MARINARA	\$18 PER DOZEN
CHICKEN FINGERS	\$21 PER DOZEN
SLIDER ASSORTMENT (CHEESEBURGER, PULLED BBQ CHICKEN, VEGGIE)	\$48 PER DOZEN



# Sustainability

- Georgia Tech recently received recognition from the Association for the Advancement of Sustainability in Higher Education as a STARS **Gold** Institution based on GT's accomplishments in campus sustainability!
- Proudly the Tech Dining Team played a critical roll including sustainable sourcing, composting and data gathering on post-production food waste through a program called LeanPath.

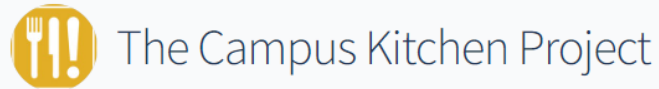




# Green Forks (Piloting this summer)



Help us to divert food waste & feed hungry jackets! An easy way to share leftovers from your events.



## Steps:

If you are noticing at your event that you will have too many left-overs, please follow these easy steps:

1. Scan the QR Code provided (book mark this form for future events on campus)
2. Complete the form, be sure to include as much detail as able.
3. Once the event has concluded prop the door opens for 15 - 20 minutes allowing our hungry jackets to come gather leftovers.
4. Don't forget that you or your catering provider are still responsible for cleaning up the event.
  - If it is a drop only event, you will be responsible for cleaning up all materials left.
  - If you have a caterer that does a pickup, alert them to allow before cleaning up. Even better, start booking pick up 20 minutes after event end to add in that extra time next event.

★ For more information, please reach out to Danielle Ismirle Dunigan & Steve Place.

Green Fork Alert



★ Scan to see how easy the form is to use. ★

# Tech Dining “Catering on Campus” Website Coming Soon!

- Primary & Secondary Catering Links
- Vouchers for Retail & Resident Dining
- Food Truck Catering Inquiries
- Catering Exemption Process Link





# Student Focused Catering Initiatives



- Streamlined Catering Exemption Process
- Created Student Collaborations
- Budget Friendly Student Catering Menu

# Q & A

