



# CATERING

Food by FLIK

# GUIDELINES

## Welcome!

We're here for you. We offer personalized catering services for every event no matter the size and always with your safety in mind. Daily breakfast, lunch, break, and reception orders can be ordered online via the Catering website. If you need any assistance with placing your order, please contact Samuel Bonner, Chef & Catering Manager at: [Samuel.bonner2@compass-usa.com](mailto:Samuel.bonner2@compass-usa.com) or (858)-275-9372.

## Outside Catering

While we have full beverage service and a limited menu available, the majority of catering will be provided by local vendors. Please log on to the Catering Website to send your order to the FLIK team, who will relay the order, then receive, set-up, maintain, and breakdown your order. All orders must be placed utilizing an internal Leidos Charge Code.

## Pricing

Pricing is per guest unless otherwise stated. Some menus require a minimum number of guests or items to order. Menus can be served individually packaged, upon request; a Packaging Fee will apply. We require a 48-business hour notice and headcount guarantee for all catering orders. Should the guest count decrease or the event is cancelled less than 24-business hours in advance, the requesting group will be charged for the guaranteed number. Late order requests, within 48-25 business hours notice will have a \$100 associated service fee, and \$150 for orders within 24 hours.

## Service Standard

Events requiring a Server, Bartender, Chef or dedicated Attendant will be charged \$200 per service staff, for up to 4 hours. Additional charges, including staffing/labor fees, are likely to apply to all events scheduled for setup prior to 7:30AM and clearing/breakdown after 4:30pm.

## Cancellations

Cancellations require 48-business hour notice. Any cancellation (or reduction in number of guests) that is less than the required notice will be charged at 100% of estimated total.

## Allergy Aware Items

Please note that we will make every effort to accommodate special requests. However, due to our open kitchens that handle the major allergens, gluten and other ingredients for the preparation of other menu items, we cannot guarantee that items will be completely "free" of any ingredient. We cannot guarantee the allergen details of any items provided by outside vendors.

## Potluck Events

At San Diego, Potluck Events are only permitted for Holidays and Special Events. Groups are allowed to bring in and setup their own food items. No Flik services will be provided. They are not permitted for day-to-day meetings and events.

## Let's Get Started

Please contact us to assist you in planning your upcoming event. We can also assist with selecting and outsourcing specialty rental equipment, linens, florals, and serviceware. Please allow as much lead time as possible to help in making your event a great success!

# ALLERGIES & INTOLERANCES



Please note that we will make every effort to accommodate special requests. However, due to our open kitchens that handle the major allergens, gluten and other ingredients for the preparation of other menu items, we cannot guarantee that items will be completely “free” of any ingredient.

While we make every effort to avoid cross-contact, the potential for cross-contact does still exist. We encourage guests to ask to speak to the Chef or Manager regarding any questions about the ingredients contained in the food being considered.

## THE **FIT** ADVANTAGE

Looking for a better choice, but don't want to sacrifice flavor or cost?

We've got you covered! Reach for FIT! These delicious choices will have you changing the way you think of better-for-you options. Choose from 100% FIT menus or add-on a FIT beverage or side to your menu, it's up to you! Choosing FIT will also help your budget; FIT items are discounted in catering the same as in the café.

### **Seal of Approval**

Look for this seal of approval and know you are on your way to better choices. These are decisions you can feel good about. Our dietitian has vetted these just for you! Each item will have nutrition information when you place your order as well as at your event. You can even add these items to MyFitnessPal.

# BEVERAGE SERVICE

*beverage service options based on guest count | minimum (5) guests, will be replenished throughout time selected*

## **Half Day Service (up to 4 hours)**

### **Soda & Water 2.00**

assorted sodas | water

### **Coffee Service 3.00**

regular | decaf | hot tea | orange juice | water

### **Full Beverage Service 5.00**

assorted sodas | regular coffee | decaf coffee  
hot tea | orange juice | water

## **Full Day Service (more than 4 hours)**

### **Soda & Water 4.00**

assorted sodas | water

### **Coffee Service 6.00**

regular | decaf | hot tea | orange juice | water

### **Full Beverage Service 10.00**

assorted sodas | regular coffee | decaf coffee  
hot tea | orange juice | water