



**DAVID L. LAWRENCE**  
CONVENTION CENTER  
PITTSBURGH

# PACKAGES

## Prom & School Socials



# PLAN YOUR PROM WITH EASE!

We are pleased to present our Prom & School Socials Package at the David L. Lawrence Convention Center. Our team will help you plan the perfect event !

Prom & School Socials packages include:

Three Course Sit-Down Meal or Buffet

4 Hour Complimentary Beverage Station

Water Stations All Evening

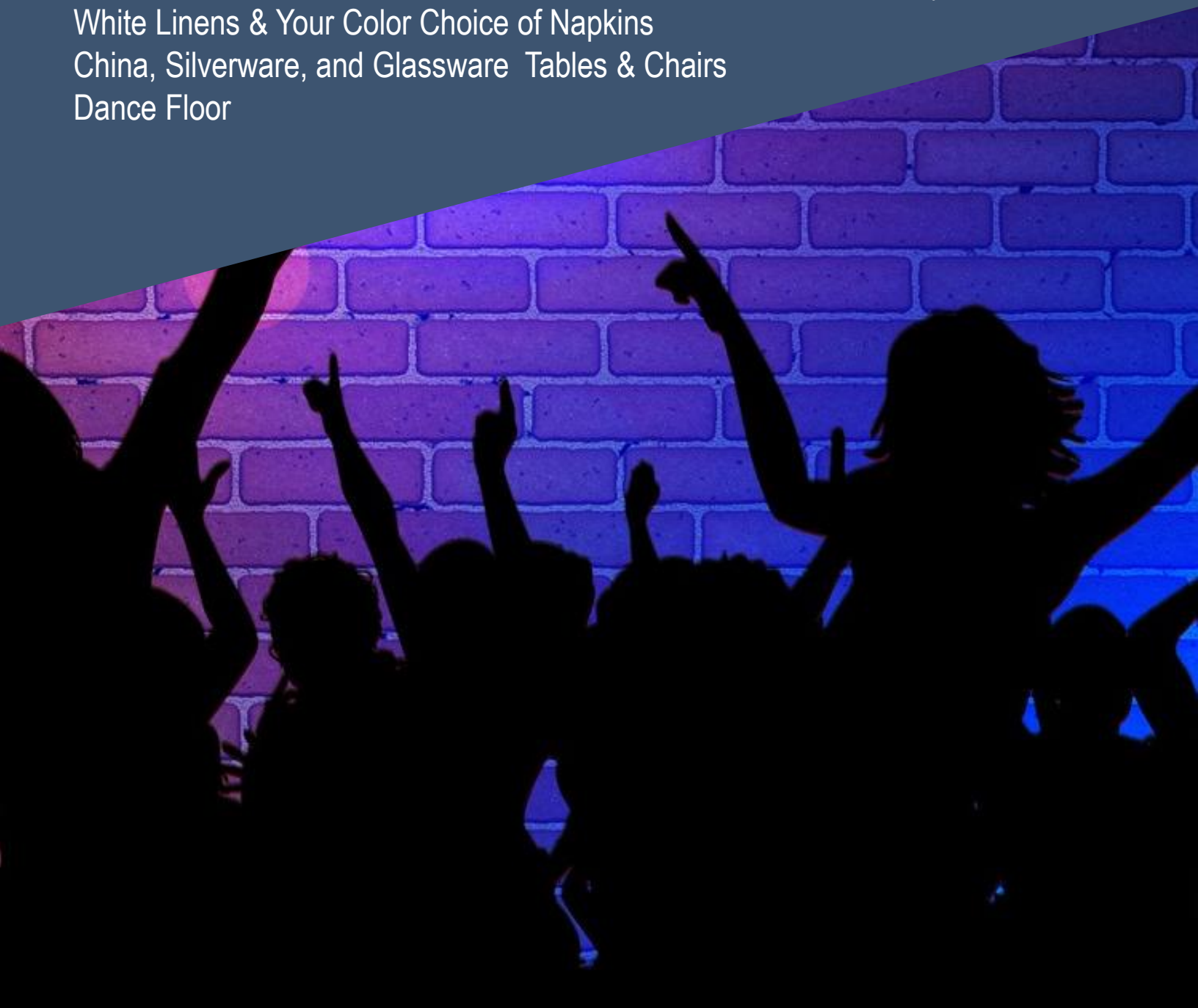
Coffee Service for Chaperone Tables

Access to Water Feature for Photo Opportunities - when seasonably available

White Linens & Your Color Choice of Napkins

China, Silverware, and Glassware Tables & Chairs

Dance Floor



All sit down dinners include freshly baked rolls and butter.

## Salads - select one

- Field Greens Salad—fresh field greens with carrot, tomato and cucumber with balsamic vinaigrette
- Caesar Salad—crisp romaine, Parmesan and garlic croutons with creamy Caesar dressing
- Greek Salad - crisp romaine, red onion, cucumber, tomato and feta with white balsamic vinaigrette
- Caprese Salad - cherry tomato, mozzarella, wild baby arugula and pesto - add2

## Entrees – select up to three (one being vegetarian)

### Vegetarian 45

- Butternut Squash Ravioli - broccolini, sage butter
- Pasta Primavera - penne pasta with fresh steamed vegetables, cream sauce, and butter

### Chicken 50

- Roasted Chicken Breast – herb-roasted fingerling potatoes and rosemary au jus
- Lemon Chicken Breast – Vesuvio-style potato, roasted tomato and lemon garlic sauce
- Wild Mushroom and Boursin Cheese Stuffed Chicken – demi glace and chive potato purée
- Sun-Dried Tomato-Crusted Breast of Chicken – rosemary roasted potatoes and demi glace
- Roasted Chicken Breast – pancetta crisps, risotto and citrus sage cream

### Fish 54

- Herb-Crusted Salmon – horseradish mashed potato and natural citrus jus
- Pesto Halibut - toasted orzo, green bean amandine, roasted red pepper sauce - market price

### Beef 57

- Beef Short Ribs – wild mushroom ragout, fire-roasted pepper sauce and roasted garlic polenta
- Filet of Strip – blackberry bordelaise and Yukon gold whipped potatoes

## Dessert - select one

- New York Style Cheese Cake - fresh berries
- Carrot Cake - cream cheese frosting and toasted walnuts
- Apple Tart Cake - cinnamon custard sauce
- Chocolate Decadence Cake - raspberry sauce

Individualize your menu - the ultimate in customization!  
All buffet dinners include freshly baked rolls and butter.

**Buffet is priced at 52.00 per person**

### **Salads - select two**

- Italian Chopped Salad - grilled chicken, bacon, blue cheese, tomato and pasta with honey Dijon dressing
- Field Greens Salad - fresh field greens with carrot, tomato, and cucumber with buttermilk ranch and balsamic vinaigrette
- Chopped Vegetable Salad - mixed greens, olives, artichokes and Gorgonzola cheese with red wine vinaigrette
- Caesar Salad - crisp romaine, Parmesan and garlic croutons with creamy Caesardressing
- Southern Salad - baby field greens, fresh berries, spiced pecans and blue cheese with white balsamicvinaigrette

### **Entrees – select two**

- Mustard-Glazed Pork Loin – spicy fruit chutney and naturaljus
- Roasted Garlic-Braised Chicken – demi glace
- Herb-Roasted Chicken – rosemary aioli and dried cherry chutney
- Sun-Dried Tomato-Crusted Chicken Breast – demi glace
- Maple-Glazed Turkey – cranberry-apricot chutney and sage gravy

### **Pasta – select one**

- Penne Pasta – spicy marinara, Asiago cream, fresh basil and shaved Parmesan
- Rigatoni Pasta – tomato-basil sauce, spinach and ricotta cheese
- Wild Mushroom Risotto – fresh herbs and Parmesan garlicbroth

### **Sides – select two**

- Au Gratin Potatoes – four cheeses and fresh thyme
- Loaded Mashed Potatoes – smoked bacon, sour cream, cheddar and scallions
- Roasted Fingerling Potatoes – herb butter and garlic sour cream
- Classic Creamed Spinach – crispy leeks and Parmesan
- Bistro-Roasted Vegetables – fresh herbs and olive oil
- Creamed Sweet Corn – diced bacon and scallions

### **Dessert – select two**

- Orange Creamside Cheesecake
- Apple Cobbler – custard Sauce
- Carrot Cake - cream cheese frosting and toasted walnuts
- Mini Dessert Mousse Cups



## **The Cupcake Bar**

A variety of flavors including lemon meringue, red velvet, jelly roll, chocolate peanut butter cup, double chocolate and traditional vanilla

**14 per person**

## **Fondue Station**

Dark Chocolate Fondue, White Chocolate

Fondue, and Caramel Fondue

Vanilla Bean and Chocolate Pound Cake

Seasonal Berries, Pineapple, Banana,

Honeydew, Cantaloupe

Salted Pretzel Rods

Fresh Whipped Cream

**12 per person**

## **Donut Sundae Bar**

Glazed Warm Donuts

Vanilla Bean Ice Cream

Strawberry, Chocolate, and Caramel Sauce

Seasonal Berries

Bananas

Sprinkles, Cookie Crumbs, Crushed Peanuts

Cherries and Whipped Cream

**10 per person**

# THE LEVY DIFFERENCE: THOUSAND DETAIL DINING

We believe that every occasion should be extraordinary. It's all about the food, and the thousands of details that surround it. Your dedicated Catering Sales Manager will partner with you to shape an experience that stands out. Together, we look forward to delivering The Levy Difference.

## CONTRACTS AND CATERING AGREEMENT

A signed copy of the contract outlining all catering services will be provided along with a Catering Agreement. The signed contracts state terms, addendum, and specific function sheets constitute the entire agreement between the client and Levy Convention Centers. Secondary agents, acting on behalf of the primary client receiving services, may sign the contract on their behalf only with full payment in advance and an approval line of credit for additional orders. Any changes, revisions, additions or deletions to the banquet contract and banquet event orders shall be in writing and signed by both parties. contract process.

## PAYMENT

We will not commence service without the receipt a NON-REFUNDABLE DEPOSIT in the amount of seventy-five percent (75%) of the estimated Event Price at least sixty (60) full calendar days prior to the Event, and the remaining twenty-five percent (25%) of the estimated Event Price at least fourteen (14) full calendar days prior to the Event (collectively, the "Deposit"). Outstanding Event Price balances shall be paid within thirty (30) full calendar days of the Event provided billing privileges have been previously approved in writing through the General Manager's office. Client

understands that we will suffer substantial harm if Client cancels the Event. Accordingly, the Deposit will be in all cases NON-REFUNDABLE and deemed to be liquidated damages to compensate us for the loss due to Client's cancellation.

## GUARANTEES

A guaranteed number of attendees/quantities of food is required 7 business days, prior to the event date for functions of 1,000 guests or less (a business day is defined as Monday through Friday and Holidays and Weekends are excluded from receiving guarantees). This guarantee must be submitted by noon. If the guarantee is not received, Levy Convention Centers reserves the right to charge for the number of persons/quantities specified on the contracted event order. Cancellations and reductions of guarantee are subject to full charges. Attendance higher than the guarantee will be charged the actual event attendance. Should attendance exceed the number specified in the final guarantee, Levy Convention Centers will neither be responsible nor liable for serving these additional numbers but will do so on a first come, first serve basis as able. Guarantees increased less than 72 business hours prior to an event will be subject to a 10% increase on the price for each additional guest or increase. All groups over

1,000 guests require an initial guarantee 30 days prior to the event and final guarantees must be received 7 business days prior to the event. Client agrees that there will be no reduction in the Event Price if fewer than the guaranteed attend the event. Minimum Guarantee - A 100.00 service fee will be charged for any group under 25 guests.

## MENU

Menu selections and other details pertinent to your functions must be submitted to the Catering and Sales Department at least (30) days prior to the function date. Your Catering Manager will assist you in selecting the exciting menu items and making arrangements to ensure your most successful event ever.

## BEVERAGE SERVICES

We offer a complete selection of beverages to compliment your function. Please note that alcoholic beverage services are regulated by the Pennsylvania Liquor Control Board. Levy Convention Centers, as licensee, is responsible for the administration of these regulations: No alcoholic beverages may be brought onto the premise from outside sources; we reserve the right to refuse alcohol service to intoxicated or underage persons. No alcoholic beverage can be removed from the premises.



### **OUTSIDE FOOD AND BEVERAGE**

No food or beverages of any kind may be brought into or removed from the Location by either Client or Client's guests without prior written approval.

### **EVENT TIMELINE**

Prices are based on two-hour breakfast service or lunch service or three-hour dinner service. Additional service time may be subject to additional labor fees. Event start or end times that deviate more than thirty minutes from contracted times may be charged additional labor fees. In order to provide the freshest food, we must limit buffet service to two hours.

### **OVERSET POLICY**

Levy Convention Centers will provide a 5% oversight up to 1,000 guests (maximum over-set of 30 guests). There will be an additional \$150.00 charge for each over-set of 20 guests. This oversight does not include food preparation but simply the additional staff to set and service additional place settings.

### **SERVICE STAFF**

Guest to server ratio is 1 server per 20 guests for plated meal functions and 1 server per 50 guests at buffet functions. This is for service at rounds of ten or twelve. Rounds of less than ten guests or a request for

additional staffing is subject to labor fees. Each additional staff is charged at a four-hour minimum of \$150.00 per four-hour shift. Additional labor charges may apply for holiday events.

### **PRICING**

Prices quoted do not include 22% administrative charge or 7% sales tax unless otherwise noted. Prices are subject to change without notice. Guaranteed prices will be confirmed 60 days prior to the event. Orders placed or counts increased within 72 hours (3 business days) of service will be charged at 10% higher pricing than published menu prices. Events over 2,000 guests may require specialized menus and our culinary staff is happy to customize the perfect menu for your event.

### **CANCELLATIONS**

Any event cancelled within 30 days prior to the event will incur 100% of the estimated charges. Please note, for specialty menus or items, a longer window of cancellation may be necessary.

### **DAVID L. LAWRENCE CONVENTION CENTER**

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==== P I T T S B U R G H ====