



DROP OFF CATERING POLICIES AND FREQUENTLY ASKED QUESTIONS

How does it work?

Our Drop Off Catering Menu is designed with selections that we know from experience work well for large groups with diverse tastes as well as for traveling and serving on a buffet as well as for reheating. Simply select your items and submit your order via our online order form. We'll be in touch when we receive your order to confirm details, quantities, answer questions and arrange for your credit card number/deposit. If you're not sure what or how much to order, simply fill out the information at the bottom of the online order form and send it in. We'll be in touch shortly to assist you.

What days is pick up or delivery available?

Drop Off Catering is available for pick up or delivery Wed-Sat. We can sometimes accommodate other days upon request.

Is there an order deadline?

One week notice is preferred although we can sometimes accommodate a shorter notice. However, we recommend that you place your order as soon as you can as our dates (particularly Saturdays) fill up quickly and our availability may be limited.

Is there a minimum order?

There is no minimum for pick up at Black-Eyed Suzie's.
There is a \$100 minimum for deliveries.

Delivery fee:

The delivery fee is \$45 for orders delivered within 20 miles of Black-Eyed Suzie's, 230 Partition St. Saugerties. For orders beyond 20 miles, we will provide you with a quote based on distance.

How much food do I need?

We're happy to assist with menu creation and suggested quantities.

Here are some general guidelines:

For a 2 hour cocktail party: We recommend at least 6 types of hors d'oeuvres and plan on 10-12 pc per person. It's best to have at least one piece of each type of hors d'oeuvres for each guest. It's also good to have a mix of vegetarian, fish, poultry and meat items and it's always nice to have something sweet. You may want to include a gluten free or vegan option as well.

For a cocktail hour with dinner to follow: We recommend at least 3 types of hors d'oeuvres and plan on at least 6 pc per person. Again, it's best to plan on having at least one piece of each type of hors d'oeuvres for each guest.

For dinners, we recommend: a salad, 1 or 2 entrees, at least 2 side dishes and of course a dessert! We can help you put together a cohesive, seasonal menu that accommodates your guest's tastes and ensures that you'll have enough food for everyone.

What time should I schedule the food to arrive?

We recommend scheduling drop off 30-60 minutes prior to the time you'd like to serve so that you have time to set up, transfer food to your platters, chafing dishes, etc.

How will the food arrive?

All items will arrive clearly labeled and ready-to-serve (with the exception of heat & serve items). If you plan on serving the food at a later time, we will provide simple reheating instructions for you. All items will be attractively packaged in disposable containers, boxes or bags. You can upgrade to wood trays if you wish or you may want to transfer items to your own (or rented) platters. Disposable plates, cups, napkins, utensils, serving utensils, chafing dishes are available at an extra cost. Please let us know if you plan on serving your food from chafing dishes so that we can pack those items appropriately for you. We will provide labels for your buffet table describing each item for your guests.

Do you provide staff?

We do not provide service staff for drop off orders, although we can refer you to a local company that can staff your event with servers, bartenders, bussers and event coordinators.

What if I want something I don't see listed?

Please inquire. We are happy to work with you to create a custom menu for your event.

Special diets

Please let us know of any allergies or dietary concerns. We can usually accommodate most dietary requests. We can help to create a menu that meets your needs or we can provide separate ala carte meals specifically for those with special diets. Gluten free items are available at an extra charge, ex. gluten free crackers, crostini, pasta, grains, etc.

How do I pay?

A credit card number is required at the time you place your order for deposit. Your order is confirmed when your deposit is received. Payment by cash or check is preferred. There is a 4% processing fee for credit or debit card transactions. We accept Visa, MasterCard, Discover & American Express. If you are picking up your order, you can pay when you pick up. If we are delivering your order, we ask that you present a check upon delivery, or we will run your credit card and send you the receipt via email or with your order.

Cancellation or reduction policy:

Orders cancelled with 10 days or more notice: \$50 service charge
Orders cancelled or reduced with 10 days or less notice will be charged 25%
Orders cancelled or reduced with 3 days or less notice will be charged 50%
Orders cancelled or reduced with less than 24 hours notice will be charged 100%

Where do I park for pick up?

We have a loading zone right outside our front door. Our staff will assist you to your car.

Do you have references?

Absolutely! We are happy to provide you with a list of happy customers if you'd like. We also have testimonials listed on the Drop Off Catering Page of our website.