



Ordering Tips & Guidelines

Appetizers:

- If you're having just an evening function with no dinner, plan on at least 10 to 15 pieces per person. Round up particularly if it's going to be served buffet style, as people tend to eat more than if a tray is passed.
- If you're serving pre-dinner appetizers, plan on 3 to 5 pieces per person, and choose lighter food options.
- If you're having a mid-day function with a meal following, offer 1 to 3 pieces per person.

Beverages:

- Plan on about 3 beverages per person, with coffee drinkers consuming on average one cup for every 1.5 hours.

Breakfast:

- People usually drink 2 beverages on average – juice, coffee, tea, etc.
- Plan on a main entrée (about 4 to 5 oz.) per person, along with two sides, including bread. Fruit makes an good breakfast dessert. Estimate about 3 to 5 pieces of cut fruit per guest, or one cup or less of fruit salad.
- If you're serving pastries plan on 2 pieces per person.

Lunch:

- For hors d'oeuvres, plan on 2 to 4 per person.
- Offer a main entrée (about 5 oz.) with 2 to 3 sides, including a starch and a dessert.
- Offer a selection of drinks, including pop, beer, lemon water, etc.
- If you're having sandwiches, allow for 1 to 2 per person.

Dinner:

- Have 3 to 5 hors d'oeuvres per person, depending on the number of courses.
- Plan on a main entrée (5 to 7 oz.) and 2 to 3 sides, either veggies, beans, pasta, etc.
- Offer small portions of bread, salad, or soup.
- Always have water, along with other beverages.

Desserts:

- Plan on 1 to 3 servings per person.
- Offer one slice of cake, tart or pastry, or 4 oz. of a creamy dessert, i.e. mousse. If you have a large variety, serve smaller portions.
- Coffee consumption peaks after dessert is served.

Many factors need to be considered when deciding on the right amount of food to order for an event;

- Know the number of people attending
- The length of the event - consider that the longer guests remain, the more they'll consume
- The type of event
- The type of food you plan to serve

It may seem strange, but over time people get hungry and thirsty over and over again. When estimating, always round up to be on the safe side. Some will eat more, others less. It will all balance out in the end.