

**Group Food Service Form**

Please complete the following information and return to our office at least **TWO WEEKS** prior to your event.  
Forms turned in less than 8 days in advance of their event will be charged a \$75 late fee.

Group: \_\_\_\_\_ Event Dates: \_\_\_\_\_

Group Contact Person: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

Total # in group: \_\_\_\_\_ Adults (18+): \_\_\_\_\_ Kids (1-17): \_\_\_\_\_ Infants (under 1): \_\_\_\_\_

# of Vegetarians: \_\_\_\_\_ Vegans: \_\_\_\_\_ Diabetics: \_\_\_\_\_ No red meat: \_\_\_\_\_

Any other special dietary needs/requests: \_\_\_\_\_

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**SHABBAT PREPERATIONS:**

Friday night Shabbat dinner includes Kiddish wine, grape juice, and one Challah per table. If your group requires Challah rolls please notify our Food Service Manager.

Sets of Shabbat Candles needed (Friday night): \_\_\_\_\_

Location (circle one): Dining Hall Pavilion Other: \_\_\_\_\_

*Additional Challah and wine will be an extra charge.*

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**ADDITIONAL NEEDS**

Special dining table set up:

Date / Meal / Instructions: \_\_\_\_\_

Date / Meal / Instructions: \_\_\_\_\_

Anniversary / Birthday Cakes requested (\$8 per cake):

Date / Meal / Name: \_\_\_\_\_ Birthday / Anniversary

Date / Meal / Name: \_\_\_\_\_ Birthday / Anniversary

Day and time Dining Room will be used for programs other than dining: \_\_\_\_\_

\_\_\_\_\_

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**ADDITIONAL NEEDS OR REQUESTS**

\_\_\_\_\_

**MEAL SELECTIONS**

Please note any changes in numbers from above for any particular meals.  
Group rates include 3 meals and evening snack per night

**Day 1:** \_\_\_\_\_

**Lunch** – Time: \_\_\_\_\_ Type of Meal (circle one): Meat Dairy  
Main Course: \_\_\_\_\_ Potato / Rice: \_\_\_\_\_  
Vegetable / Side: \_\_\_\_\_ Salad / Soup: \_\_\_\_\_  
Dessert: \_\_\_\_\_ Special requests / layouts: \_\_\_\_\_

**Dinner** – Time: \_\_\_\_\_ Type of Meal (circle one): Meat Dairy  
Main Course: \_\_\_\_\_ Potato / Rice: \_\_\_\_\_  
Vegetable / Side: \_\_\_\_\_ Salad / Soup: \_\_\_\_\_  
Dessert: \_\_\_\_\_ Special requests / layouts: \_\_\_\_\_

**Evening Snack** – Time: \_\_\_\_\_ Type of Snack (circle one): Meat Dairy Parve  
Choice: \_\_\_\_\_ Location (if not in Dining Hall): \_\_\_\_\_  
Additional/Upgraded Choices: \_\_\_\_\_

**Day 2:** \_\_\_\_\_

**Breakfast** – Time: \_\_\_\_\_ Option (circle one): Continental Buffet Brunch  
Buffet choices: 1. \_\_\_\_\_ 2. \_\_\_\_\_  
3. \_\_\_\_\_ 4. \_\_\_\_\_

Brunch choices (circle one of each):  
Scrambled Eggs / Made to order Omelets  
Hash Brown Potatoes / Grilled Potatoes & Onions  
One Addition: \_\_\_\_\_

Special requests / layouts: \_\_\_\_\_

**Lunch** – Time: \_\_\_\_\_ Type of Meal (circle one): Meat Dairy  
Main Course: \_\_\_\_\_ Potato / Rice: \_\_\_\_\_  
Vegetable / Side: \_\_\_\_\_ Salad / Soup: \_\_\_\_\_  
Dessert: \_\_\_\_\_ Special requests / layouts: \_\_\_\_\_

**Dinner** – Time: \_\_\_\_\_ Type of Meal (circle one): Meat Dairy  
Main Course: \_\_\_\_\_ Potato / Rice: \_\_\_\_\_  
Vegetable / Side: \_\_\_\_\_ Salad / Soup: \_\_\_\_\_  
Dessert: \_\_\_\_\_ Special requests / layouts: \_\_\_\_\_

**Evening Snack** – Time: \_\_\_\_\_ Type of Snack (circle one): Meat Dairy Parve  
Choice: \_\_\_\_\_ Location (if not in Dining Hall): \_\_\_\_\_  
Additional/Upgraded Choices: \_\_\_\_\_

Day 3: \_\_\_\_\_

**Breakfast** – Time: \_\_\_\_\_ Option (circle one): Continental Buffet Brunch

Buffet choices: 1. \_\_\_\_\_ 2. \_\_\_\_\_  
3. \_\_\_\_\_ 4. \_\_\_\_\_

Brunch choices (circle one of each):  
Scrambled Eggs / Made to order Omelets  
Hash Brown Potatoes / Grilled Potatoes & Onions  
One Addition: \_\_\_\_\_

Special requests / layouts: \_\_\_\_\_

**Lunch** – Time: \_\_\_\_\_ Type of Meal (circle one): Meat Dairy

Main Course: \_\_\_\_\_ Potato / Rice: \_\_\_\_\_

Vegetable / Side: \_\_\_\_\_ Salad / Soup: \_\_\_\_\_

Dessert: \_\_\_\_\_ Special requests / layouts: \_\_\_\_\_

**Dinner** – Time: \_\_\_\_\_ Type of Meal (circle one): Meat Dairy

Main Course: \_\_\_\_\_ Potato / Rice: \_\_\_\_\_

Vegetable / Side: \_\_\_\_\_ Salad / Soup: \_\_\_\_\_

Dessert: \_\_\_\_\_ Special requests / layouts: \_\_\_\_\_

**Evening Snack** – Time: \_\_\_\_\_ Type of Snack (circle one): Meat Dairy Parve

Choice: \_\_\_\_\_ Location (if not in Dining Hall): \_\_\_\_\_

Additional/Upgraded Choices: \_\_\_\_\_

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**ADDITIONAL MEALS OR SNACK** (additional charge)

Date / Meal or Snack / Time: \_\_\_\_\_

Date / Meal or Snack / Time: \_\_\_\_\_

Date / Meal or Snack / Time: \_\_\_\_\_

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Feel free to contact **Karen Dvorak**, Food Service Manager, with any questions at **608-253-9565 x 2181** or **kdvorak@gojcc.org**. You can also view our menu options on our website at **www.gojcc.org/prcc** - click on Maps, Menus and More.

Our kitchen and dining room are under the kosher supervision of the Chicago Rabbinical Council (cRc). No outside food may be brought into the Dining Room without prior approval from our Mashgiach – Kosher Supervisor. You are welcome to bring food or drinks into any other area, such as the Pavilion, Lodge, Gym and Guest Rooms.

**Please return all forms to:**

JCC's Perlstein Resort & Conference Center  
5050 Church Street  
Skokie, IL 60077  
Fax: 847-763-3680