



Prevention Partners' Catering Policy & Events Guidelines

[This document is provided to all of our catering/events vendors]

The purpose of this policy is to support the health of Prevention Partners' event attendees, employees and partners by providing them access to delicious and healthful meals and snacks during our events.

We request that all foods and beverages provided for this event comply with the following *guidelines*. If you are unable to accommodate one or more of these requests, please let us know. Our staff is committed to working with caterers and food service providers to promote tasty and healthy foods.

In general, we are looking for meals to meet the following guidelines:

- Include fresh fruit and/or vegetables with each meal
- Include one whole grain option
- Include lean meats and poultry when appropriate
- Use skim or low-fat dairy products when appropriate
- Include a vegetarian meal option by request

More specific guidelines include:

- Coffee/Tea Service: include decaffeinated options; condiments to include 2% milk, half-n-half creamer (no non-dairy creamers), regular table sugar, and a sugar alternative (such as Splenda or Equal).
- Provide water (bottled or tap) with meals and snacks and during meeting/function.
- Provide reasonable portion sizes appropriate for a working meeting (e.g. mini bagels/muffins, halved sandwiches or wraps, bite-size desserts).
- Breakfast foods should include fresh fruit, whole grain breads or muffins (e.g. a variety of mini bagels, breads, or mini muffins), and a protein option (low-fat yogurt, eggs, lean meat).
- It is preferred that fresh fruits and vegetables are offered for desserts, snacks, and additional side items.
- If soups are provided, cream-based and high-sodium selections should be avoided.
- Regular potato chips and French fries are not acceptable (baked chips and oven-baked potatoes are acceptable however).
- Low-fat condiments such as mayonnaise, dressings, or other spreads should be offered on the side.
- Use of health-promoting foods, such as olive oil, avocado, olives, nuts, seeds, fresh fruits and vegetables, etc., is strongly encouraged.
- Beverages may include choice of water, skim or 1% milk, unsweetened tea (with lemon, sugar, & sugar alternatives), diet soda, 100% fruit juices, and coffee or hot teas. Sweetened beverages may be served only if requested by a guest.
- Include labeling that identifies food offerings and if available; provide nutrition information for foods and beverages.

Thank you for supporting our mission to make delicious, healthy food the easy option for North Carolinians! We look forward to working with you on this catered event. If you have any questions, please feel free to contact Julie Knaack, MPH, RD at 919-969-7022, ext. 217 or by email at:

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