

Buffet Style Options and Pricing for Upcoming Conference

Dear [Recipient's Name],

We are excited to present our buffet style catering options for the upcoming conference on [Date]. Below are the available menu options along with pricing details:

Buffet Options

- **Continental Breakfast Buffet:** \$15 per person
 - Assorted Pastries
 - Fresh Fruit Platter
 - Coffee and Tea
- **Lunch Buffet:** \$25 per person
 - Grilled Chicken Breast
 - Vegetable Stir-Fry
 - Side Salad and Bread Rolls
- **Evening Reception Buffet:** \$30 per person
 - Carved Roast Beef
 - Stuffed Bell Peppers
 - Dessert Bar

Additional Options

- Vegetarian and Vegan options available upon request.

- For groups larger than 100, a 10% discount will be applied to the total cost.

Booking Details

Please confirm your selections and the number of attendees by [RSVP Deadline Date].

For any questions, feel free to contact us at [Contact Information].

Thank you for considering our buffet options for your event. We look forward to hosting you!

Sincerely,

[Your Name]

[Your Position]

[Your Company]