



## CATERING GUIDELINES

### CHAIN OF COMMAND

The captain is responsible for all activities conducted aboard the vessel. All event-related activities affecting the vessel must meet with his/her approval. Please address all concerns or comments to Pride staff prior to the event. Any questions that arise during the event should be directed to the captain or officer on duty aboard the ship.

### VESSEL ACCESS

The charterer and the caterer will have access to those areas of the vessel that will be used for the event. This access is generally limited to the deck and midships area below decks. Please note that the vessel is home to the crew and that you will be sharing the vessel with the crew in their ordinary course of duty.

### ADVANCE CATERER VISIT

If possible and upon request, we are happy to coordinate a caterer visit aboard the vessel in advance of the event to plan delivery, storage, and set-up. This visit should be scheduled with Pride of Baltimore staff at least two weeks before the event.

### CATERING PERSONNEL ATTIRE

Catering personnel should wear flat soft-soled shoes and pants or shorts in order to comfortably and safely move about the vessel.

Note: **The companionway ladder from the deck to the prep area is eight feet long and very steep.** Please face the ladder when going up or down. In addition, the gangway (ramp) is the only access to the deck of the vessel by land. All catering supplies, liquor, and rental equipment will be transported from land by way of the gangway to the deck of the vessel.

### CATERING STAFFING

We recommend a minimum of two catering staff for buffet service, one person to tend the bar and one person to handle food. For plated food service, additional catering staff will be needed. The caterer should let the charterer know exactly how many catering staff will be on board as catering staff must be included in the total count of people for the event.

### SETUP AND BREAKDOWN

We are prepared to receive catering personnel and deliveries one hour before the contracted start time of the event. This time may have to be adjusted at the captain's discretion due to inbound sailing conditions, etc. Please let Pride staff know at the time of booking if additional time is needed, and we will do our best to accommodate your request. Guests are customarily asked to arrive 30 minutes prior to the ship's departure for a sailing charter. At the conclusion of the event, catering personnel will have one hour to break down.

### SERVICE TIMING

The bar/s may be open to serve guests as they board the ship approximately 20 minutes prior to the scheduled start of the event. For an underway (sailing) event, food service may usually start within 10-15 minutes of departing the dock. For dockside events, food service may begin immediately.

### ELECTRICITY

Electricity may be available while dockside on a case-by-case basis. Please advise Pride staff of your needs as soon as they are known. If electrical needs are modest, they can be handled by the ship. If needs are significant, the caterer will need to work with the dockmaster or any other responsible party associated with the dock facility, then confirm final arrangements with the captain. While underway, *Pride II* is unable to provide the caterer with any electrical current.

### REFRIGERATION

Unfortunately, *Pride II* cannot provide any refrigeration or freezer space. The caterer should provide any insulated units needed for the service plan. These units must be self-contained (non-electrical) unless land-based electrical requirements are arranged with the dockmaster. All electrified refrigerated units must be kept dockside. The captain must approve self-contained units in order for the units to be kept onboard the ship. Ice coolers generally work well for all events.

## COOKING FACILITIES

Due to the ship's modest cooking capabilities, menus should be planned to involve the least amount of on-site preparation possible. *Pride II* has a small galley with limited counter and table space for preparation and storage. **No onboard cooking equipment (e.g., oven or stove) is available to the caterer.** Large heating units may not be taken below to the galley or stored topside. Liquid gas and gel propane may be used topside (deck) only. If permitted by the dockmaster or other responsible party, cooking may take place on the dock. **Pride staff must be notified about the use of alternate forms of heating.** Permission for the use of any cooking equipment on the dock or staging area is the responsibility of the caterer to coordinate with the dockmaster or other responsible party. For underway events, the caterer should be prepared to work in limited surroundings away from land, as well as to adequately stow all supplies to the captain and crew's safety requirements. Please leave the galley in the condition it was found. **We ask you and/or your caterer to provide trash bags, paper towels, and cleaning supplies and provide containers, foil, and plastic for storage of any remaining food supplies.**

## WATER AND ICE

***Pride II* is unable to provide the caterer large volumes of water for service or cleanup.** Please do not plan on washing service ware on the vessel. **We cannot provide ice.**

## TABLES, CHAIRS, AND SERVICE WARE

*Pride II* has several flat surfaces for the display of food, as well as for casual seating. Regular linens are easily adaptable to these flat surfaces (all varnished surfaces must be protected before using them for food or drink service). Tables and chairs are not allowed on deck during underway receptions. For dockside receptions, please confirm use of tables with *Pride* staff and limit tables to **6-foot lengths**. For dockside events of 60 or more, we recommend using plastic buffet and barware. **For all sailing events, please use plastic and paper service ware - no glass service ware may be used while underway.** This does not preclude serving bottled beer or wine, or other bottled beverages. The client and/or caterer are responsible for the rental and return of all service ware items, such as tables, linens, service ware, flowers, etc.

## LIQUOR AND BARS

Unless specified, the caterer is required to obtain all necessary permits for the use of liquor on the ship, dock, tent, or staging area. Please remember to adhere to the liquor laws of the specific country, city, or port in which the boat is booked for use. The caterer or client, depending on local regulations, is required to carry all the necessary insurance for the service of the liquor. Cash bars should not be planned unless allowed by law in the specific country, city, or port. Unless specified, the caterer is responsible for the collection and management of all cash funds for cash bars.

Unless otherwise agreed, **all bars should be closed at the scheduled termination of the event.** One bar is recommended for 30 guests and two bars for 100 guests. Caterers should bring a cooler or tub for the bulk storage of ice. We recommend the use of plastic barware.

## RESTROOMS

For sailing events, restroom facilities are available on *Pride II*.

For dockside events, *Pride II* cannot provide restroom facilities as the ship's holding tanks don't offer adequate capacity for large numbers of people. Please remember to arrange for restroom facilities on land for dockside events.

## PRIDE STAFF

Members of the crew will be in uniform and serve as co-hosts of the event. As their main focus is the operation of the ship, we ask that they do not assist the caterer in any food or drink service. For most receptions, the captain and five crew members represent *Pride II*. Should the event fall during the crew's regularly scheduled mealtime, it is customary to include *Pride II* crew and staff in the food and beverage planning. Please be sure the caterer and staff follow the direction of the captain and designated crew.

## TRASH

The client and/or caterer should remove all trash associated with the event. This should be coordinated with the dockmaster and discarded in the format (e.g., special trash bags or sorted for recycling regulations) required by the specific country, city, port, dock, or event management company.

## INCLEMENT WEATHER

*Pride II* has two awnings that cover the midships area and the afterdeck. In case of inclement weather, these awnings provide generous, but not total, coverage of the deck. The awnings cannot be used while the vessel is underway.