

Jackson Convention Complex catering and concessions services are proudly operated by SAVOR...Jackson (Catering by SMG). Our goal is to offer the highest quality products and services and deliver truly memorable experiences. Our Executive Chef and his team of culinary experts take great pride in delivering fresh, unique, and flavorful dishes.

Exclusive Caterer

SAVOR...Jackson (Catering by SMG) is the exclusive food and beverage provider for the Jackson Convention Complex. Outside food and beverage is prohibited.

Menu Selection

Your Catering Sales Manager will assist you with all of your food and beverage needs and is available to meet with you as early as your first contact with the facility. As your single source for planning food and beverage needs, your Catering Sales Manager should be included in your initial site visits to discuss the possibilities available to you.

As our menus are seasonal, we suggest that you make your initial menu selection no earlier than four months before your event. If you wish to make your selection earlier than this, please contact your Catering Sales Manager for assistance. However, your initial menu selections should be made (and estimated attendance is required) no later than 30 days prior to the scheduled event.

Should you desire something a bit more unique, please let your Catering Sales Manager know. Our team of culinary experts welcomes the opportunity to customize menus and services to create unique and thematic events.

Guarantee

For catered events, the initial menu selection is required no later than 30 days prior to the date of the scheduled event. Any major changes must be made no later than two weeks prior to the event date. A final guaranteed number of attendees ("Final Guarantee") for each meal function is required no later than **seven (7) business days** prior to the event. A business day is defined as Monday-Friday and does not include holidays. If the Final Guarantee is not received within five business days of the scheduled event, the estimated attendance number specified on the contract will be designated as the Final Guarantee. Once determined, the final guarantee is not subject to reduction. If an increase is requested by the client and we are able to accommodate, a 25% overage fee will be added to any additional entrees. Catered functions contracted within five (5) business days of the event will be subject to a 25% additional charge.

Vegetarian meal options are available with all plated entrees. These vegetarian meals are part of the final guarantee and not in addition to it. Vegetarian counts are to be specified by client at time of Final Guarantee. SAVOR...Jackson customarily prepares vegetarian meals based on Chef's choice and the main entrees selected. Please notify your Catering Sales Manager of any other special dietary restrictions when submitting your Final Guarantee.

For plated meal functions, we customarily prepare meal service for up to 5% over the Final Guarantee, to a maximum of 30 guests. Final charges will be based upon the final guarantee or the actual meal count, whichever is greater.

Accuracy in the Final Guarantee is vital to the success of your function. We will make every effort to service additional guests based upon availability of product and labor. However, we cannot guarantee that any guests above the Final Guarantee plus 5% will be served. Any such request will incur additional service fees.

Contract

By signing the master event license agreement for your event, you agree to abide by all of the policies and procedures of the Jackson Convention Complex, including these Food & Beverage Policies.

If your event includes food and beverage services, a separate catering contract is also required. You must sign and return your catering contract to your Catering Sales Manager no later than thirty (30) days after signing your master event License Agreement. Banquet Event Orders (BEOs) must also be signed and returned with your catering contract. The catering contract and BEOs will constitute the entire agreement between you and SAVOR...Jackson.

See the complete Food and Beverage Policies in our Savor...Jackson Menus.