



Monroe Civic Center Concessions

Mission Statement

Our goal is to provide a service oriented facility to promote a form of entertainment for our customers

Our Department consists of

1. Concessions
2. Bars
3. Kitchen

We have a large staff to accommodate any size event. Our bars and concessions operate in all areas of our facility. Whether a small bar in one of the meeting rooms in the Convention Center or all four concessions open in the arena, we can meet your needs.

From small parties to large concerts in the arena, we are here to help. Contact the Concessions Manager at any time to discuss arrangements for the bars, concessions, and the kitchen.

Monroe Civic Center Bars

The Monroe Civic Center offers cash and open bars. We are not limited to the Monroe Civic Center facilities. Our bars can be seen at different events throughout the city, such as River Market, River Jam, and other special events hosted by the City. Our bars can be hired outside of the Civic Center for a set fee and the host will be responsible for paying the bartenders for the event. We can tailor the bar to the specific needs of the event. The number of bartenders required for each type of bar will be decided based upon the number of attendees. Please note, we adhere to the Louisiana Laws on drinking in public establishments. We have the right to refuse service to anyone intoxicated. Each attendee will be required to furnish valid picture identification upon requesting an alcoholic beverage. It is required to have police presence at any event where alcohol is being served. Fees and policies will be furnished when pricing is requested.

Cash Bar

The Monroe Civic Center will provide, upon request, a cash bar for events. Attendants pay for their drinks when a cash bar is present. We offer a wide range of liquors and mixers to suite your needs.

Open Bar

Drinks will be paid for by the event host for an open bar. The host has the option to request what will be specifically offered at the bar for their event. The host can also request whether unlimited drinks or only a certain amount are to be served. The price per drink will be set prior to the event.

Brands

Crown Royal, Jack Daniels, Old Charter, Johnny Walker Red, Johnny Walker Black, Jim Beam Black, Jameson, Southern Comfort, VO, Jose Cuervo Tequila, Don Julio Tequila, Patron, Bombay Gin, Tanqueray, Captain Morgan Spiced Rum, Malibu Coconut Rum, Bacardi Superior, Bacardi Gold, Castillo Rum, Remy Martin, Hennessy, Paul Masson, Ciroc Vodka, Ciroc Peach, Ciroc Red Berry, Ciroc Coconut, Ciroc Amaretto

House Wines

Sutter Home Merlot, Sutter Home Chardonnay, Sutter Home White Zinfandel, Clos du Bois, Kendall Jackson

Specialty Wines

Landry-Peach Muscadine, Blackberry Merlot, Chardonnay, Blanc du Bois, Dry Merlot, Red Blend,
A by Acacia Pinot Noir, Blackstone Merlot
Our stock of Landry wine varies throughout the year.
We can order a specific wine for your event.

Beer

Miller Light, Bud Light, Budweiser, Coors Light, Michelob Ultra, Abita, Samuel Adams, Blue Moon and Seasonal beers

Bottled beers are offered upon request. We are not limited to the above listed. Please specify any additional brands to be served when booking the event.

Concessions

Our concessions operate in each part of our facility. Each is able to accommodate several employees and large crowds at events. In our arena, we have four large fully functioning concessions each equipped with large icemakers. Concessions are also located in our Theater, Convention Center, and Banquet Hall. We have a base menu offered at all events. We will offer specialty dishes upon request. We have a wide variety to choose from depending on the event held.

Coffee/Tea Service

The minimum price for coffee service is twenty dollars. We offer a hot tea service upon request. The types of tea served are specified by the host. In addition, we offer soft drinks, water, and juice to supplement coffee service when requested. Breakfast items, small or large food trays, and snacks can be made available if requested. A two week notice is required by the concessions department to ensure all needs will be met.

Our concessions are staffed in two different ways:

1. Civic Center Concession employees
2. Larger events or multiple concessions are staffed by nonprofit groups who make a 15% commission on total sales. These groups are a diverse showing of our community which are comprised of volunteers who donate their time and labor. Money raised by each particular group is reinvested into a wide range of activities that directly impact our community in a positive way. The Civic Center proudly supports these groups which include area schools, civic organizations, and travelling sports teams.

Concession Menu

Soft drinks, water, PowerAde, juice, candy, chips, nachos, hot dogs, sausage dog, breakfast sandwiches, muffins, Danish, popcorn, pickles, chicken sandwich

Specialty Items

Red Beans and Rice, Etouffee, Jambalaya, Chicken and Dumpling, Blend of the Bayou, Cheesy Chicken Spaghetti, Chicken Creole, Shrimp Creole, Gumbo
We are not limited to the dishes listed above. Our staff can provide any number of dishes depending on the tastes of the host. Please make your request at least two weeks ahead of time to ensure correct market pricing on dishes.

Kitchen

Our kitchen facilities have ample room to accommodate a large catering staff. Our kitchen equipment include: small and large kettles, two large fryers, five ovens, large gas cook top with multiple burners, broiler, several prep tables, four sink stations, large stand alone steamer, large conveyer dishwasher, walk in cooler and freezer, large capacity cooler, several multi-shelf rolling carts for transporting food to serving areas, four large portable warmers, and commercial size icemaker.

We have a smaller prep area in our convention center which including the following items: portable warmers, broiler, large capacity cooler, prep areas, sink, commercial size icemaker, and ample counter space.

Regulations

Each caterer is required to clean the kitchen and all equipment used thoroughly once their event is over. A used oil holding tank is located behind the kitchen to dispose of oil from the fryers. Caterers must completely clean the fryers after use. The floor is to be mopped and all trash disposed of. Any liquid is to be rinsed out of trash cans after use. No Civic Center equipment is to be taken off premise.

A sign in and out sheet is located in the kitchen to be filled out caterer and Concessions Manager. Before leaving, the caterer must notify the Concessions Manager in order to complete a walk through to ensure cleanliness. Note that a fee will be assessed if the kitchen is left in an unsanitary manner.

The Civic Center supplies several trash cans, liners, and cleaning materials for the caterers use.

Scheduling a Catering Event

Please notify the Concessions Manager at the time of scheduling or walk through of facility for any questions regarding the use of the kitchen and equipment. We want your event to be a success and are here to help.