

CORPORATE GALAS & EVENTS





Spruce Catering is operated by Diversity Foods Services. Diversity is a that prioritizes social, cultural, economic, social enterprise and environmental well-being for the community. The enterprise specializes in creating flavorful and nutritious food prepared from scratch using authentic ingredients and recipes. The food is sourced using sustainable and responsible methods, with all products following rigorous standards. The social enterprise also offers meaningful employment and career development opportunities to individuals traditionally marginalized in the economy. This includes persons with disabilities, refugees, indigenous peoples, and those in low-income households. The enterprise fosters a positive, dynamic work environment that values each employee's skills and provides them with opportunities to grow. Moreover, the social enterprise believes in creating meaningful community through the sharing of food, which is done in their intentional gathering spaces. Through their partnerships with other organizations, Diversity expands its vision and reaches more people in the community.



GALAS & EVENTS

Minimum 8

Sleepy Owl Fresh Baked Breads & Rolls with 3 types of Notre Dame Whipped Butters: Sundried Tomato and olive, Roasted Garlic and Herb, Beet and Grainy Mustard

> All Entrees are Accompanied with Soup or Salad, with Chef Seasonal Vegetables, Choice of Dessert, Fair Trade Coffee & Tea

TO START

SOUP

Select One: Butternut Squash Topped with Mixed Seed Praline

Cream of Mushroom Finished with House Made Hickory Sticks and Truffle Oil.

Roasted Tomato Soup with Herb and Parmesan Croutons.

SALAD

Select One: Artisan Greens with Apples, Goat Cheese, Candied Walnuts & Champagne Vinaigrette

Caesar Salad with Parmesan Cheese, Lemon Wedge & Croutons

Roasted Beet, Arugula, Gorgonzola, Crispy Chickpea, Fresh Apple and Grainy Mustard Vinaigrette.

PLATED DINNERS

MANITOBA TROUT 60 Local Manitoba Trout with choice of Nicoise Sauce, Classic Beurre Blanc, or Sunflower Seed Romesco

PORK TENDERLOIN 63 with Grainy Mustard. Served with Tart Apples and Calvados Sauce and Walnut Gremoulata

8OZ ROASTED PORK 63 Boneless Pork Chop Served with Honey Soy, Garlic Sauce, and Pickled Cabbage

SEARED ROASTED CHICKEN SUPREME GF DF 60 Local Manitoba Chicken R.W.A. with Choice of Creamy Mushroom Marsala, Natural Herb Pan Jus, Lemon Herb and Caper Cream Sauce.

6OZ BEEF TENDERLOIN STEAKS 73 with Fresh Herbed Compound Butter & Red Wine jus

6OZ BEEF TENDERLOIN GF 73 with Chimichurri Sauce, and Fresh Herb Salad

CHICKPEA CURRY VG GF 45 Served over Turmeric Rice, and Caramelize Onion with Cucumber Salsa and Warm Pita Bread

ROASTED CAULIFLWER STEAK 47 With Turmeric Oil and Zaatar Spice

PARISIAN HERBED GNOCCHI 63 Hand made Gnocchi, Butternut Squash Puree, Brown Butter, Fresh Peas, Roasted Mushrooms and Herbs.

TO FINISH

DESSERT

Select One

CHOCOLATE MOUSSE with salted caramel and Kasha Prailine

LEMON TART with Mascarpone Whipped Cream & Blueberry Reduction

MANITOBA ROOIBOS CRÈME BRULE Rich Custard Base Topped with a Layer of Hardened Caramelized Sugar.

VEGAN CHOCOLATE DATE CAKE with Chair Anglaise. Garnished with Grapefruit.

MB SCORN CAKE Sweet Corn Scone, with Whipped Caramelized Honey Butter, and Saskatoon Compote.

DESSERT BITES Can't Choose, try a Dessert station. Includes A variety of our house made squares and danties



BUFFETS AND FAMILY STYLE MEALS

Minimum 20 Guests

Fresh Baked Sleepy Owl Breads with Choice of Notre Dame Whipped Butter with Maldon Salt

or

3 types of Notre Dame Whipped Butters: Sundried Tomato and Olive, Roasted Garlic and Herb, Beet and grainy mustard

> 2 Salads 1 Hot Vegetables 2 Starch 1 Protein Assorted Dessert Bites

Direct Trade Coffee & Organic Tea

SALADS

Please choose two

CAESAR SALAD Crisp Romaine Lettuce, House Made Dairy Free Caesar Dressing, Parmesan Cheese, Lemons & Hand Cut Croutons

CHICKPEA GREEK SALAD Romain Lettuce Mix with Fresh Vegetables, Feta Cheese & Olives. Olive Oil Base Dressing

DIVERSITY MIXED GREENS SALAD Greenland Tomatoes, Peppers, Cucumbers, Onions & Balsamic Dressing

SPINACH SALAD Oranges, Feta & Lemon Poppy Seed Vinaigrette

CLASSIC CREAMY POTATO SALAD Made with Local Grown Potatoes, Hardboiled Eggs, Pickles, & Green Onions

NATURE'S FARM PASTA with House Made Ranch Dressing, Peppers, and Green Onions

BROCCOLI SALAD Made with Fresh Broccoli, Peppers, Almonds and Honey Lime Dressing

MANITOBA HARVEST SALAD Wild Rice, Roasted Sweet Potato, Corn, Celery, Dried Cranberry Herb Vinaigrette.

ROASTED CAULIFLOWER Lentil, Fresh Tomato, Parsley, Savory Kasha Granola, Curry Citrus Vinaigrette.

D.E.L.A SALAD Roasted Beets and Sweet Potato, Spicy Greens, Savory Granola, Creamy Dill Vinaigrette

TOASTED QUINOA Sweet Braised Red Cabbage, Pickled Raisin, Cucumber, Herbs Dressing





VEGETABLES

Please choose one

CHEFS CHOICE VEGETABLES Using Manitoba Prairie Seasonal Vegetables

GRILLED CARROT

Manitoba Harvested Carrots Tossed in Sesame Seed Oil, with Crispy Kale, toasted Almonds Sunflower Seeds and Raison sauce

ROASTED LOCAL MANITOBA BEETS Made with Warm Roasted Garlic Hummus, Crispy Chickpeas Hemp Hearts, Grilled Lemon

TOASTED QUINOA MB Prairie Quinoa with braised cabbage, pickled raison, cucumber, and herbs

ROASTED BRUSSEL SPOUTS With Maple Orange Sweet Potato Puree, topped with Walnut Chili Crisp.

BROCCOLINI

With Roasted Garlic and Apple Honey with Toasted Sunflower Seeds and Herbs

COURGETTE MIX

Mixture of Gords and Zucchini with Whiped Feta, Tapenade, and Pistachio Panko Gremolata.



STARCH

Please choose two

Toasted Quinoa Pilaf with Caramelized Onion, Pickled Raison, Roasted Garlic, Herbs and Celery.

Roasted sweet potato hash/grilled red peppers/crispy turnip served on romesco.

Traditional Local Manitoba Mashed Potatoes with Garlic, Cream & Notre Dame Butter

Roasted Garlic & Chive Baby Potatoes with Olive Oil

Wild and White Rice Pilaf with Herbs

MAIN

ROASTED PASTURE RAISED PORK LOIN 58.00 Apple - Onion Chutney with Dijon.

BONE-IN LEMON AND HERB RUBBED CHICKEN 64.00 Whole Roasted 9cut Chicken Served with Natrual Jus. Topped with Hearty Greens

GRILLED CHICKEN CACCIATORE 64.00 Manitoba Chicken Breast Served with a Sauce of Tomato Olives, Spinach, Peppers, Mushroom and Garlic.

LOCAL MANITOBA BEEF TENDERLOIN 89.00 with Chimichurri Sauce, topped with Fresh Herb Salad

ROMESCO SALMON \$55.00 Sustainably Farmed Ocean Wise Salmon, Served with Sunflower Seed and Tarragon Romesco Sauce

TANDOORI CHICKEN \$55.00 Grilled Chicken Marinated in Cumin, Coriander, Paprika, and Cardamom. Served with a Yogurt and Cilantro Sauce

BAKED PASTA \$45.00 Marinara Sauce with Roasted Vegetables, Or Alfredo Sauce Baked Bothwell Cheese. *Add Beef Meat Balls 3 PP \$4.00 *Add Chicken Slices \$4.00

BUTTER CHICKEN \$50.00 House Made Spiced Butter Chicken with Cucumber Salsa

CHICK PEA CURRY \$45.00 Curried Chickpeas with Tomatoes and Vegetables

> CHEF CARVERY Priced per person

Coffee Rubbed Roasted Local Beef with Beef Au Jus add \$24.00 Per Person 4oz Per Person

*Coffee Rubbed Roasted Local Bison with Bison Jus add \$29.00 Per Person 4oz Per Person *ACCOMPANIED WITH HORSERADISH, AND LBJ BEER MUSTARD



CANAPES

LOCALLY SOURCED ~ COOKED FROM SCRATCH ~ DELICIOUS

Minimum of 4 dozen of each

Priced by the dozen

Our superior banquet team will walk the room, and pass each selection.

CHICKEN SATAYS 38 Manitoba Chicken. Skewered Chicken with a Choice of Sauce: Honey Garlic, Coconut Peanut, or BBQ

POACHED PRAWNS 36 Ocean Wise Prawns Perfectly Poached with Curried Mayo & Cilantro

BEEF MEATBALLS 42 Hand Rolled Local Manitoba Beef Meatballs with Honey Dijon Glaze

ROAST BEEF SLIDER 42 Oven Baked MB Beef, Sliced, Served with Horseradish Mayo, House Pickled Red Onion & Bothwell Cheddar

PULLED PORK SLIDER 35 Slow Cooked MB Pork with Honey Mustard, Crisp Apple Slaw and Bothwell Cheddar Cheese

MINI BURGERS SLIDER 43 Hand Pressed Local Manitoba Beef Burger, Gorgonzola Cheese, and Apple Chutney.

KARAAGE CRISPY CHICKEN SLIDER 38 Japanese Style Crispy Chicken. Citrus Mayo, Green Onion, Cabbage Slaw

CHICKEN & WAFFLE 42 Crispy Chicken, Braised Date Tamarind Maple Sauce on a Belgian Waffle

MINI VEGETABLE QUICHE 38 Natures Farm Eggs, Bothwell cheese & green onions served in a little tart. CHICKPEA HUMMUS 32 Housemade Chickpea Hummus on a Crostini with Roasted Baby Tomatoes.

MARINATED MUSHROOM DUXELLE 32 Findley Chopped Mushrooms, Shallots, and Fresh Herbs on a Crostini with Feta Cheese.

BRUSCHETTA 32 Classic Italian Appetizer with Fresh Tomatoes, Basil. Topped with Parmesan Cheese on a Crostini

SMOKED WILD SALMON 38 Smoked Wild Salmon. Garlic Cream, Crisp Capers & Green Onion. Served on a Crostini

PUMPERNICKEL WITH GRILLED PEACH 32 Crispy Pancetta, with Grilled Peaches and Fresh Peas, served on a Pumpernickel Crostini.

TOSTADOS 32 Roasted Corn Salsa, Cilantro, Marinated Tofu on a La Cocina Tortilla Chip. Vegan. Gluten Free

BEET TART 32 Roasted Local Manitoba Beets with Whipped Feta, Toasted Buckwheat and Caramelized Honey.

ALOO TIKI SLIDER 38 Potato Patty, topped with Vegan Mayo, Fresh Tomato, Crisp Lettuce, and Cucumber Kimchi.

FALAFEL 35 Deep Fried Fritter made with Chickpeas, Herbs, and Spices. Served with Beet and Carrot Raita

SALAD ROLLS 35

With BBQ Pork, Shredded Marinated Vegetables, Fresh Herbs, Cashew, Served with Peanut Sauce and sweet Soy.

SCALLOP CEVICHE 44 Fresh Cilantro, Radish, Pickled Garlic, Crunchy Tempura Bits, with a light Citrus Vinaigrette

COCONUT SHRIMP 36 Ocean Wise Shrimp, Breaded in Coconut and Panko. Mango sriracha dipping sauce.

KOREAN PORK ON ENDIVE 38 Braised Local Pork on Crisp Endive with SSAM Sauce (Honey, Korean chili Paste, Sesame, Garlic, Onion)

ANTIPASTO SKEWER 35 Cherry Tomato, Bocconcini, Cured Italian Meats, Olive

MINI TWICE BAKED POTATO 32 Baked Local Manitoba Potato. Chipotle Sour Cream, Green Onion, Pancetta, and Crispy Onion.

ASIAN CHICKEN SALAD 35 Asian-inspired Chicken Salad with Pickled Ginger and Carrot on a Wonton Crisp.

QUICHE 35 Natures Farm Eggs, Bothwell Cheddar Cheese, Mini Tart, Topped with Green Onions.

OYSTERS Market Price Fresh Oysters from P.E.I. Red Wine Mignonette, Stout Mignonette, Mango hot sauce, Miso Mignonette





FOOD STATIONS

ANY CANAPES SELECTION CAN BE MADE INTO A FOOD STATION

ENCHANCE YOUR EXPERENCE BY ADDING A CHEF ONSITE TO EACH STATION. A FUN AND INTERACTIVE FOOD EXPERENCE, THAT WILL LEAVE YOUR GUEST TALKING ABOUT YOUR EVENT FOR YEARS TO COME!

CHEF CARVERY STATION 25

Coffee Rubbed Manitoba Beef with Buns, Little Brown Jug Beer Mustard & Horseradis. 2 Per Person. Includes Chef onsite

MASHED POTATO BAR 16

Whipped Garlic Herbed Manitoba Potatoes with All the Toppings. Bacon, Green Onions, Blue Cheese, Broccoli Florets, Cheddar, and Sour Cream.

POPCORN CHICKEN 16 Breaded Popcorn Chicken served with Cucumber Ranch

BOTHWELL CHEDDAR PEROGIES 15 Accompanied with Fried Onions, Sour Cream, Green Onions and bacon bits. 3 Per Person.

CLASSIC POUTINE BAR 15 *Must have onsite deepfryer Fresh Cut Fries, Bothwell Cheese Curds, Gravy

BUILD YOUR OWN PULLED PORK ON A BUN 16 Hand Pulled MB Pork Smothered in Housemade BBQ Sauce with Cabbage Slaw 2 Per Person.

MAC AND CHEESE 16

Natures Farm Macaroni Creamy Cheese Sauce with Pancetta and Garlic Herb Bread Crumbs, served in Mason Jars. 2 Per Person.

SALAD STATION 14

Beet Panzanella, Roasted Beets, Bocconcini, Citrus Vinaigrette, Arugula, Garlic Sourdough, Croutons, Green Onions. Served in individual portions

HUMMUS WITH GREEK SALAD 14 Garlic Hummus, Cucumber, Grape Tomato, Feta, Olive, Greek Dressing.

OYSTERS Market Price Fresh Oysters from P.E.I. Red Wine Mignonette, Stout Mignonette, Mango hot sauce, Miso Mignonette *Chef on-site to shuck. CHIPS & DIPS 15 House Made Kettle Chips served with Truffle Aioli and Onion Dip

LA COCHINA NACHO BAR 18

Bothwell cheddar cheese, Taco Beef, Homemade Salsa, Sour Cream & Olives

LATE NITE TACO BAR 18

Combination of Hard and Soft Tacos. Filled with Seasoned Chicken, Beef, or Pinto Beans, Salsa, Lettuce, Sour Cream, Bothwell Cheddar Cheese. 2 Per person

BAR MENU

WINE BY THE GLASS (5 OZ) 8.00

WINE BY THE BOTTLE 750 ML House Wine: Oxford Landing Pinot Grigio South Australia \$40.00 House Wine: Oxford Landing Sauvignon Blanc South Australia \$40.00

> MANITOBA CRAFT BREWERY TALL CANS 473ML \$9.00 One Great City Brewing. Little Brown Jug. Trans Canada Brewing.

DOMESTIC CANS 355 ML \$9.00 Michelob Ultra, Coors Light, Labatt Blue, Budweiser, Budlight, MGD

> IMPORTED BEER 355 ML \$9.00 Corona, Heineken, Stella Artois

SELTZERS 355 ML \$9.00 White Claw, Truly, Nifty, Social Lite, Vizzy

RAIL 1 OZ \$9.00

Tanqueray Gin, Captain Morgan Spiced Rum, Captain Morgan White Rum, Captain Morgan Dark Rum, Crown Royal, Smirnoff Vodka, Jose Curvo Tequila.

PREMIUM SCOTCHES/BRANDY/BOURBON 1.50Z \$15 AND UP

SIGNATURE COCKTAILS *MARKET PRICE

WINE MENU

SELECTED BY OUR FRIENDS AT KENASTON WINE MARKET ALL PRICES ARE MARKED PER BOTTLE AT 70Z POUR

Sparkling Wine

Passed after Ceremony Castellblanc Brut Cava \$45.00 La Fea Cava - Spain \$65.00

White Wine

Per Bottle

House Wine: Oxford Landing Pinot Grigio South Australia \$40.00 Coté Mas Blanc – France \$40.00 Yalumba Y Series Sauvignon Blanc – South Australia \$49.00 Vidal Fleury Côte du Rhône Blanc – France \$66.00

Rosé Wine

Coté Mas Rosé – France \$40.00 Vidal Fleury Côte du Rhône Rosé – France \$66.00

Red Wine

House Wine: Oxford Landing Sauvignon Blanc South Australia \$40.00 Coté Mas Blanc – France \$40.00 Oxford Landing Shiraz – South Australia \$42.00 Yalumba Y Series Cabernet Sauvignon – South Australia \$53.00 Avalon Cabernet Sauvignon – Napa, California \$69.00

Non-Alcoholic Wine

Leitz Eins Zwei Zero Riesling – Germany \$45.00 Leitz Eins Zwei Zero Pinot Noir – Germany \$45.00

BEVERAGES

HOT BEVERAGES

FAIR TRADE COFFEE BY THE CRAFT \$40.00

Colosomo Coffee, Medium Roast Blend Delivered by the Craft. Craft Served 8-10 People Cream, Milk, Sugar, (Oatmilk, Sweetner by request)

NUMI TEA BY THE CRAFT \$40.00

Assorted Numi Tea Selection or Breakfast Blend Numi Tea Flavours: Earl Grey, Breakfast Blend, Gun Powder Green, Chai.

Delivered by the Craft. Craft Served 8-10 People Cream, Milk, Sugar, (Oatmilk, Sweetner by request)

FAIR TRADE HOT CHOCOLATE BY THE CRAFT \$40.00

Camino Fair Trade Hot Chocolate Delivered by the Craft. Craft Served 8-10 People Cream, Milk, Sugar, (Oatmilk, Sweetner by request)

NON ALCHOLIC

NON - BEER

Little Brown Jug Brite Water (Sparkling Water, Coconut, Mint Lime, Raspberry Lemon) Tall Cans 473ml \$6.00 Sober Carpenter (IPA, Blonde Ale, Craft Cider) Tall Cans 473 ml \$9.00

Non-Alcoholic Wine

Leitz Eins Zwei Zero Riesling - Germany \$45.00

Leitz Eins Zwei Zero Pinot Noir - Germany \$45.00

COLD BEVERAGES

BOTTLE JUICES \$3.00

CANNED POP - COKE PRODUCTS \$3.00

EARTH WATER \$5.00

SPARKLING WATER \$5.00

FENTIMANS SODA \$4.00 Assorted Flavors

PRISIM KOMBUCHA \$4.50 Assorted Flavors

JONES SODA \$4.00 Assorted Flavors

INFUSED WATER STATION \$3.00

*Minimum 8 Per Order Served at 7 oz each

- Cucumber and Mint
- Rosemary & Citrus
- Cranberry & Orange
- Citrus & Mint

HOMEMADE FRUIT PUNCH \$5.00 *Minimum 8 Per Order Served at 7 oz each Numi Decaf Tea, Cane Sugar, Cranberry juice, Orange Juice, Lemon Juice

FRESHLY SQUEEZE LEMONADE \$5.00 *Minimum 8 Per Order Served at 7 oz each Cane Sugar, Water, Lemon Juice, Whole Lemons

HOMEMADE SWEET TEA \$5.00 *Minimum 8 Per Order Served at 7 oz each Vanilla, Lemon Juice, Sugar Cane, Numi Tea

CATERING INFORMATION

DIETARY RESTRICTIONS/ALLERGIES

Dietary substitutions to accommodate allergies or intolerances may be made in advance. Diversity kitchens are NOT nut, gluten or seafood free kitchens. While all precautions will be taken, we cannot guarantee that any food item has not come into contact with these allergens.

GENERAL INFORMATION

We require that a guaranteed number of guests as well as final menu selections be confirmed no later than 14 business days prior to the event date. The final invoice will reflect the greater of either the guaranteed number of guests or the actual number of guests who attend the event.

EXCLUSIVITY

Diversity Food Services retains exclusivity for all food & beverage services on the premises of Diversity managed locations with the exception of wedding cakes. Cake cutting, cupcake serving, and donut wall presentation, etc is available for \$2.50 per person. Cakes & dessert displays brought in from outside vendors must be purchased from a bakery with a valid business license.

FOOD AND BEVERAGE PRICES

All food, beverage, rentals, staffing, gratuity & other charges are subject to both GST & PST. All events are charged an automatic gratuity of 18%.

PAYMENT

Payment is due upon receipt. Please make cheques payable to: Diversity Food Services, 515 Portage Avenue, Winnipeg, MB, R3B 2E9 E-transfers to: <u>k.godbout@uwinnipeg.ca</u> Question: Who is your cater. Answer: sprucecatering

CATERING AGREEMENT

This Agreement is entered into between Diversity Foods Services / Spruce Catering (the Caterer) and (Client) and sets forth the agreement between the Parties relating to catering services to be provided by the Caterer for the Client for the event identified in this contract.

FOOD + BEVERAGE PRICES

The Parties have agreed to the menu attached to this Agreement as per invoice. The Caterer reserves the right to make changes to the menu if key ingredients are unable to be sourced due to reasons beyond the control of either party to this agreement. No alcoholic beverages will be served without a separate agreement relating thereto. The Caterer will communicate these changes to the Client as soon as the need for the changes becomes clear. The Cater reserves the right to adjust menu prices based on economic inflation and will notify the client a month before the event date. One month before the event, the menu and price will be confirmed.

GUARANTEE OF ATTENDANCE

The final guaranteed number of guests is due 15 days before your event date. You will be charged according to the number of guests served or the guaranteed number of guests, whichever is greater.

CHANGES AND MODIFICATIONS

The Caterer will work to accommodate all reasonable requests by the Client; however, any material changes will need to be sent to the Caterer in writing a minimum of 15 days before the Event Start time. Mutual acceptance, of the change will occur with a confirmation message. Changes to the number of guests will require a minimum of 14 days' notice.

Additional information provided within the 15 days will result in an admin fee.

All terms and conditions outlined in the Diversity Food Services Catering Menu (appended to this agreement) continue to apply. Note due to the fluctuating cost of ingredients and inflation of prices, the price for your menu is not guaranteed until 1 month (30 days) before your event

LEFTOVER FOOD

Due to insurance, health, and safety, the catering policy does not allow for the removal of food from the premises.

CATERING AGREEMENT

DEPOSITS & PAYMENTS

Customers with an estimated invoice total greater than \$1,000.00 are required to pay a non-refundable deposit of \$1,000.00 at the time of booking + 50% of your total invoice to date. The final payment will be due the day after your event concludes.

Final payment is due on the day you receive your invoice. (Via Mail) Interest on late payments will incur at a rate 8% per 2 weeks on the outstanding balance.

The Client understands that upon entering into this agreement, the caterer is committing time and resources to the success of this Event, and thus cancellation would result in lost income and lost business opportunities in an amount hard to precisely calculate.

If the Client requests the cancellation of the event, fewer than 60 days in advance of the Event, the Caterer shall be entitled to 50% of the estimated total cost of the event.

If the Client requests the cancellation of the event, fewer than 14 days in advance of the Event, the Caterer shall be entitled to 100% of the estimated total cost of the event.

The client's deposit will be credited against the cancellation fees owed. Any balance will be payable upon the notice of cancellation.

INSURANCE AND INDEMNIFICATION

The Caterer will obtain, general liability insurance relating to catering services at the event. However, the client will indemnify and hold harmless the caterer for any damage, theft or loss of property related to the event Cancellation.

If the Client cancels the event, the Client will provide written notice to the Caterer along with any required cancellation fee described in this catering agreement, to affect the cancellation.

LEGAL COMPLIANCE

The Caterer will work in compliance with all applicable laws, rules and regulations, set out by relevant Government agencies including Manitoba Public Health, The LGCA, and Workplace health and safety.

SOCIAL MEDIA AND ONLINE REVIEWS

Both the Caterer and the Client agree to not post any negative information about the other arising out of this contract of the event on any online forum or website without providing advance written notice of the intended content thereof and providing the other party with an opportunity to resolve any issues between the parties amicably.