

University Catering Service

# Christmas

2018

BROCHURE



UNIVERSITY OF  
CAMBRIDGE



## CONTACT US

### University Catering Services

The Conference and events office is open from 09:00-17:00 Monday to Friday

### For all event catering enquiries

Telephone: (01223) 337796

Email: [UCS.Conferences@admin.cam.ac.uk](mailto:UCS.Conferences@admin.cam.ac.uk)

Web: [www.unicen.cam.ac.uk/conference-and-events/university-catering-service](http://www.unicen.cam.ac.uk/conference-and-events/university-catering-service)

## THE UNIVERSITY CENTRE ROOM BOOKINGS

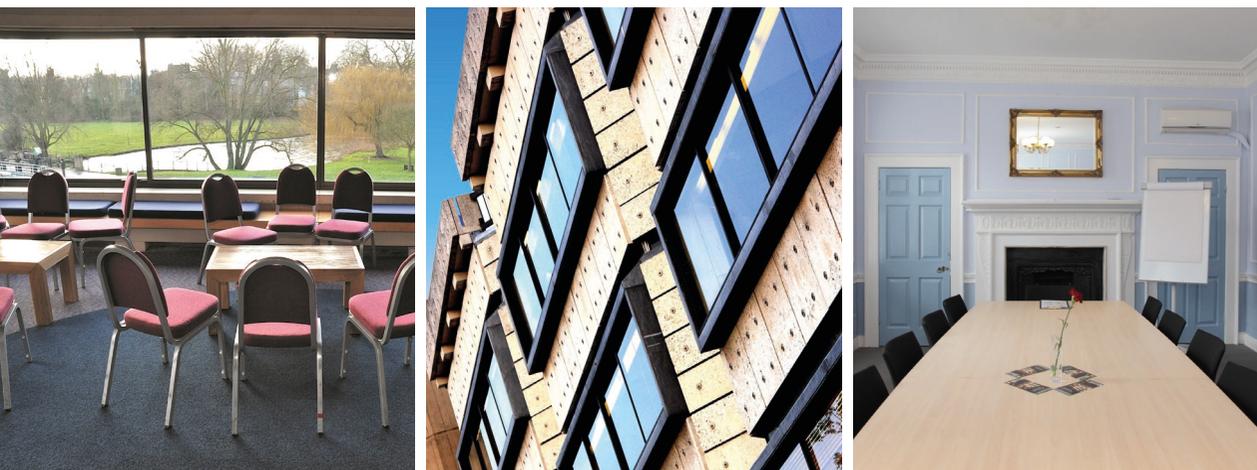
The University Centre is the perfect central events venue for hosting both internal and external events. Boasting five conference rooms, alongside Grads café, Main Dining Hall, fitness suite, Riverside Restaurant and Cambridge Wine Merchants bar. We have facilities to cater for a wide range of requirements. With an extensive range of conference equipment available to hire and ability to provide basic office support throughout your day we can offer a whole package. Once you have chosen your meeting room please browse through our hospitality brochure for quality, nutritious and sustainable catering for your event. Please click on link for details of room prices and sizes. [www.unicen.cam.ac.uk/files/new\\_brochure\\_feb\\_18.pdf](http://www.unicen.cam.ac.uk/files/new_brochure_feb_18.pdf)

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## BACKGROUND TO OUR FOOD

Quality, variety and choice are the essentials of our food we offer, complemented by a professional and friendly service. The University Catering Service (UCS) won the University's first Green Gown Sustainability Award in the Food and Drink Category and The University Caterers Association Sustainability Award 2018 (TUCO) this is something we are immensely proud of.

The focus of the award-winning UCS catering team is on the sustainability and quality of the food offering, with locally sourced British produce. All meat is from farms which satisfy UK animal welfare standards. We have eliminated the use of fish from the Marine Conservation Society's 'Fish to Avoid' list and any with a high MSC Sustainability rating.

We only use Vegware disposables which are processed with food waste by anaerobic digestion. We do not send any waste to landfill.

The catering team is fully equipped to deal with any allergen or dietary requirements and are consistently finding new and innovative ways to accommodate these requirements. We believe food and drink are essential to the success of any event. Please contact the Hospitality Administrator if you have a food allergy or intolerance and require information about ingredients.



## TERMS & CONDITIONS

### Required from our customers

Complete the attached event enquiry form, please include specific details such as any dietary requirements, delivery location and timings. Please book your order to arrive 30 minutes before it is required and make sure there is suitable access to the room and a table provided for it to be set up on.

### Confirming your booking

Once your order has been confirmed you will be sent a booking sheet detailing the items ordered and the delivery details. **Please check that all of the information on the booking sheet is correct.** We do ask that when booking you give as much notice as possible, preferably 3 working days, but we understand that occasionally bookings need to be made at the last minute. We will do our best to deliver at short notice but this may affect the items you are able to order and may incur a surcharge.

### Allergens and special dietary requirements

We have a full list of ingredients and allergen information for all. We can cater for most dietary requirements just let us know what they are at the time of booking and our team will go through the alternatives available. Please note this may incur an additional cost.

### Disposables

For all events we provide the disposables necessary, if you require china for your event please do state this on your booking form. We supply china up to numbers of 50 people to an easy accessible room within your designated building. To provide china above 50 there will be an extra charge.

### Staff Charges

There are no delivery or setup charges for deliveries within our core operating hours, which are 8.00am to 5.00pm Monday - Friday.

For staff to stay and serve events during these hours charges are £20.00 per hour for a minimum of 3 hours. Please ask a member of team to help with a quote if service is required.

For food orders outside of these times please speak to a conference advisor who will be happy to supply you with a quote. The rates are

**Mon-Fri outside core hours £20 per hour per member of staff for a minimum of 3 hours**  
**Sat-Sun £40.00 per hour per member of staff for a minimum of 3 hours.**

### Delivery & Minimum Orders

Orders under £100 will incur a service fee of £25.00

### Final Numbers

Please confirm numbers two working days before event. We understand that things can change and we will try to accommodate where possible, however increases/reductions may incur a charge.

### Changes to your booking & Cancellations

If you need to amend an order prior to your event please call quoting your booking reference number. The booking will be amended where possible and a new contract emailed.

Cancellations must be confirmed by email and charges are as follows:

More than 48 working hours:	No charge
Between 24 and 48 working hours:	50% charge
Less than 24 working hours:	Full charge

### Equipment Hire

Wine glass or Tumbler Hire		£1 per glass
Linen Table cloth's	Large 144" x 70"	£9.50 each
	Small 54" x 108"	£6.50 each
Linen Napkins		£2.00 each

### Prices

Please be aware that all prices are subject to change throughout the year.

## REFRESHMENTS

### HOT BEVERAGES

All packages are for a minimum of 10 people

	IDN	External
<b>Freshly brewed Fair trade Coffee or Tea</b>	£1.80	£2.16
<b>Coffee, Tea &amp; Biscuits</b>	£2.20	£2.64
Freshly brewed fair trade filter coffee Selected speciality tea Individually wrapped biscuits		
<b>Coffee, Tea &amp; Pastries</b>	£3.50	£4.20
Freshly brewed fair trade filter coffee Selected speciality tea Mini Croissant / Pain au Chocolate / Pain au Raisin (2 per person)		
<b>Coffee, Tea &amp; Danish</b>	£3.50	£4.20
Freshly brewed fair trade filter coffee Selected speciality tea Mini Pecan & Maple Twist / Custard crown / Raspberry Crown / Apple Lattice (2 per person)		
<b>Coffee, Tea &amp; Assorted Cakes</b>	£4.65	£5.58
Freshly brewed fair trade filter coffee Selected speciality tea Assorted cake selection		
Belvoir Mulled winter punch (hot) 750ml (non-alcoholic)	£5.50	£6.60
Mulled Wine (1 glass, 125ml)	£3.50	£4.20
Mulled Wine and Mince pie	£4.50	£5.40

*Soya / Almond Milk is available on request*



### COLD BEVERAGES

	IDN	External
Thirsty Planet water still 750ml	£2.10	£2.52
Thirsty Planet water sparkling 750ml	£2.10	£2.52
Orange juice 1L	£3.10	£3.72
Apple juice 1L	£3.10	£3.72
Cranberry juice 1L	£3.10	£3.72
Belvoir 750ml	£5.50	£6.60
Belvoir Elderflower 750ml	£5.50	£6.60
Belvoir Festive Christmas Fruit punch 750ml	£5.50	£6.60
Belvoir spiced ginger punch 750ml	£5.50	£6.60





## DRINKS RECEPTIONS (Per person)

	IDN	External
<b>Simply Drinks</b>	£9.00	£10.80
Red & White House Wine (2 glasses)		
<b>OR</b>		
Peroni & Old Speckled Hen Bitter		
Orange & Apple juice		
Still & Sparkling Water		
<b>Premium Drinks Package</b>	£10.50	£12.60
Aloe tree Chenin Blanc 2017 & Aloe Tree Shiraz 2016 (2 glasses)		
Belvoir Drinks		
Still and sparkling water		
Flavoured roasted Chickpeas, Crisps & Marinated Olives		
<b>Add in to the Packages</b> (price per person, minimum of 10)		
Brie & Red Onion Twist	extra £1.95	£2.34
Deep Fried Tortillas with Salsa, Guacamole & Sour Cream	extra £2.20	£2.64
<b>Just Canapes</b>		
Five canapes are recommended per person please ask for a canape list	from £2.20	£2.64
<b>Selection Pot Platter for 10 people</b>		
Crisps, Olives and our NEW flavoured roasted Chickpea Nibbles	£15.00	£18.00

## BREAKFAST

<b>FRESH FROM THE BAKERY</b> (price per person)	IDN	External
Bacon or Sausage Bap	£3.00	£3.60
Mozzarella & Field Mushroom Bap	£3.00	£3.60
Mini Pastries (2 per person)	£2.50	£3.00
Mini Croissant / Pain au Chocolate / Pain au Raisin		
Mini Danish selection (2 per person)	£2.70	£3.24
Mini pecan & maple twist / Custard crown / Raspberry Crown / Apple Lattice		
Freshly baked cookies (2 per person)	£1.50	£1.80
Gluten Free apple and cinnamon Danish (1 per person)	£2.00	£2.40
Vegan Croissant (1 per person)	£2.00	£2.40

<b>HEALTHY OPTION</b> (price per person)	IDN	External
Fruit Pot in natural juices	£2.00	£2.40
Standard Fruit Platter for 5 people	£9.00	£10.80
Seasonal Fruit Bowl for 5 people	£5.20	£6.25



## FESTIVE HOT BUFFET MENU

Minimum order: 20 people

	IDN	External
<b>Price Per Person</b>	£21.95	£26.34

Select one main course, three sides and one dessert along with a vegetarian option

### Mains

Turkey Paupiette filled with cranberry, sage and onion  
Slow cooked Suffolk pork shoulder with black bean and chorizo  
Chicken in tamarind sauce, shallots and sweet chilli  
Thai green peppercorn chicken with basil and fine beans  
Black vinegar braised pork belly with pickled chillies  
Free range chicken fricassee with wild mushrooms  
Pancetta and sweet pea tart

### Vegetarian

Butternut squash, apricot, chickpea and spinach tagine  
Fragrant tomato, cauliflower and coconut curry  
Quorn, sweet potato and black eye bean chilli  
Chestnut and oyster mushroom bourguignon  
Spicy butterbean, chickpea and butternut squash with harissa dressing  
Caramelised leek and Caerphilly tart

### Sides

Rocket, fire roasted peppers and artichoke  
Mixed leaf with a lemon and garlic dressing  
Heritage tomato, red onion, basil and baby cape  
Cajun style potato salad  
Chipotle Caesar salad  
Buttered fine beans  
Panache of seasonal vegetables  
Garlic and thyme roasted butternut squash  
Ratatouille  
Braised red cabbage with sultanas  
Roasted Honey glazed carrots and parsnips  
Roasted rosemary potatoes  
Baby minted buttered potatoes  
Moroccan spiced parmentier potatoes  
Steamed fragrant basmati rice  
Lemon, coriander Quinoa

### Desserts

Traditional Christmas pudding served with brandy sauce  
Tarte au citron  
Seasonal fruit tart  
Raspberry, prosecco and white chocolate cheesecake  
Trio of chocolate – three layers of chocolate mousse on a chocolate sponge  
Black forest roulade with Chantilly cream

### Extras

	IDN	External
Additional main course option	£12.95	£15.54
Additional side	£2.80	£3.36
Additional dessert option	£4.25	£5.10
Mince pie	£1.50	£1.80
Coffee and Petit fours	£3.80	£4.56



## WORKING LUNCH (minimum order 10 people)

Unable to leave the office, and then why not choose from the options below

	IDN	External
<b>Rudolph</b> Freshly made festive sandwiches 1 round Kettle Chips Piece of seasonal Fruit	£4.80	£5.76
<b>Comet</b> Freshly made festive sandwich 1.5 rounds Kettle chips Mince pie Seasonal Fruit Pots	£7.00	£8.40
<b>Dancer - Luxury</b> Soft filled roll (2) One item of choice from the buffet menu Seasonal fruit platter Gingerbread Muffin	£9.25	£11.10
<b>Prancer - Vegetarian or vegan</b> Freshly made sandwiches (1.5 rounds) Seasonal Fruit pots Mince Pie Vegetable Crisps	£6.75	£8.10
<b>Blitzen - Gluten free</b> Freshly made seasonal sandwich (1.5 rounds) Seasonal fruit pot Mince pie Crisps	£7.20	£8.64

## SHARING PLATTERS (minimum order of 5 people)

Gluten free available.

	IDN	External
<b>Sandwich Platter Selection</b>		
Sandwich Platter for 5 (1.5 rounds)	£22.00	£26.40
Soft Roll Platter for 5 (2 rolls each)	£22.00	£26.40

## FINGER BUFFET ITEMS (minimum 10 of each item)

	IDN	External
Chicken chorizo & pepper skewer (1)	£2.95	£3.54
Sausage rolls with sticky pickle (2)	£1.95	£2.34
Southern Fried chicken goujons with Chipotle dip (2)	£2.75	£3.30
Mini Scotch egg with basil aioli (1)	£2.95	£3.54
Pork, sage and onion bites (2)	£2.20	£2.64
Mini chipolatas wrapped in pancetta served with a cranberry dip (4)	£2.20	£2.64
Goats Cheese, fennel & red pepper tart	£2.75	£3.30
Brie & cranberry twists	£1.95	£2.34
Mini taco pots (salsa, guacamole, sour cream)	£1.95	£2.34
Chestnut, Cambridge blue cheese & pumpkin seed Tart	£2.75	£3.30
Deep Fried Tortillas with assorted dips	£2.20	£2.64
Vegetable crisps	£1.20	£1.44
Kettle chips	£1.20	£1.44
Falafel trio – pea and mint, beetroot and ginger, Sweet potato served with sweet chilli and hummus dips	£2.75	£3.30
Seasonal vegetable skewers with chimmi churri	£2.50	£3.00
Vegetable crudités	£2.45	£2.94

## SWEET TREATS

	IDN	External
Mince pies	£1.50	£1.80
Gingerbread Muffins	£2.75	£3.30
Stolen Bites (2)	£2.20	£2.64
Assorted Cakes	£2.85	£3.42
Cheesecake pots	£3.30	£3.96



## HANDMADE PIZZERIA

	IDN	External
Price per pizza 12" (8 slices)		
<b>Margherita</b> Mozzarella, Tomato & Basil	£10.00	£12.00
<b>Meat Feast</b> Pepperoni, Ham, Salami & Mozzarella	£12.00	£14.00
<b>Greek Supreme</b> Feta, Olives, Red Onion & Tomato	£10.00	£12.00
<b>Vegan Feast</b> Heritage Tomatoes, Red Onion, Courgette Ribbons, Olives, Vegan Cheese	£10.00	£12.00
Gluten Free pizza bases are available, at an extra charge of	£1.00	£1.20

## TABLEWARE PACKAGE

Crackers, Table runners and napkins £4.00 per person exc VAT

All prices are per person and exclude VAT at the current rate

Please talk to us regarding suitable alternatives for specific dietary requirements. We are committed to buying and using fresh, seasonal produce so that we have prime British produce when it is at its best



## ALLERGENS AND SPECIAL DIETARY REQUIREMENTS

A full list of ingredients and allergen information for all items can be supplied on request. We can cater for most dietary requirements, just let us know what they are at the time of booking and our team will go through the alternatives available.

Thank you for arranging your booking through us, we all wish you a very Happy Christmas and a prosperous New Year from The University Catering Services



**The Reprographics Centre**

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