

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

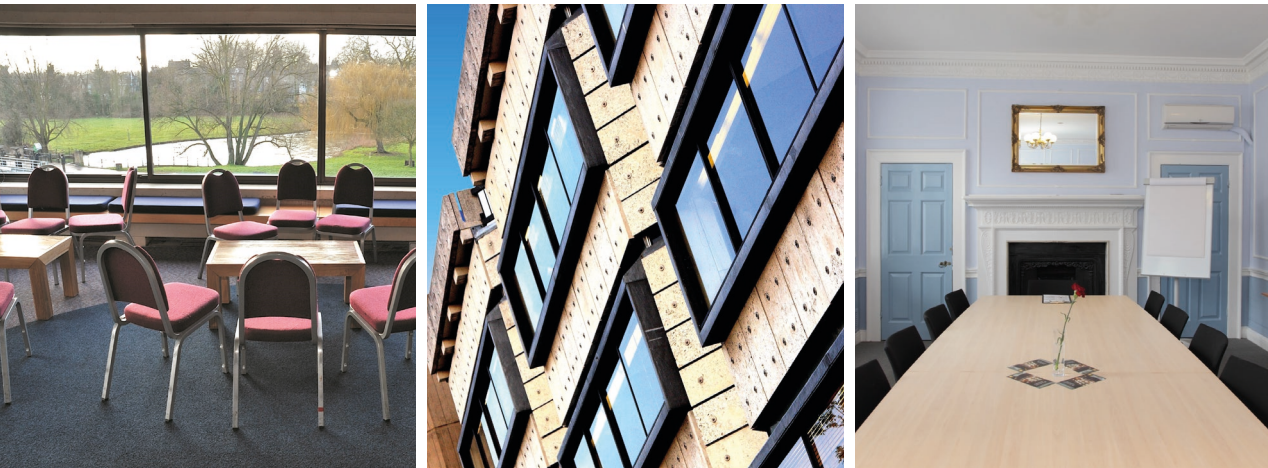
For all event catering enquiries
Telephone: (01223) 337796
Email: UCS.Conferences@admin.cam.ac.uk
Web: www.unicen.cam.ac.uk/conference-and-events/university-catering-service

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

The University Centre
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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
Freshly brewed Fair trade Coffee or Tea	£1.80	£2.16
Coffee, Tea & Biscuits	£2.20	£2.64
Freshly brewed fair trade filter coffee		
Selected speciality tea		
Individually wrapped biscuits		
Coffee, Tea & Pastries	£3.50	£4.20
Freshly brewed fair trade filter coffee		
Selected speciality tea		
Mini Croissant / Pain au Chocolate / Pain au Raisin (2 per person)		
Coffee, Tea & Danish	£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)		
Coffee, Tea & Assorted Cakes	£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
Simply Drinks	£9.00	£10.80
Red & White House Wine (2 glasses)		
OR		
Peroni & Old Speckled Hen Bitter		
Orange & Apple juice		
Still & Sparkling Water		
Premium Drinks Package	£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		
Add in to the Packages (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
Just Canapes		
Five canapes are recommended per person please ask for a canape list	from £2.20	£2.64
Selection Pot Platter for 10 people		
Crisps, Olives and our NEW flavoured roasted Chickpea Nibbles	£15.00	£18.00

BREAKFAST

FRESH FROM THE BAKERY (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

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

SHARING PLATTERS (minimum order of 5 people)

Gluten free available.

	IDN	External
Sandwich Platter Selection		
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 crudité	£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)		
Margherita Mozzarella, Tomato & Basil	£10.00	£12.00
Meat Feast Pepperoni, Ham, Salami & Mozzarella	£12.00	£14.00
Greek Supreme Feta, Olives, Red Onion & Tomato	£10.00	£12.00
Vegan Feast 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

The Old Schools, Trinity Lane, Cambridge CB2 1TN

Email: reprographics.enquiries@admin.cam.ac.uk

www.em.admin.cam.ac.uk/operating-estate/facilities-management/reprographics

