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| Meeting room catering request  External |  | | | | |
| **Case** |  | | | | |
| Contact name |  | | | | |
| Organisation |  | | | | |
| Address |  | | | | |
| E-mail |  | | | | |
| Telephone |  | | | | |
|  | Date |  |  |  |
| **Minimum charge £10 per service visit** | Time |  |  |  |
|  |  | How Many | How Many | How Many |
| DRINKS | £ |  |  |  |
| Coffee Jug 10 cups | 25.00 |  |  |  |
| Tea Jug 10 cups | 25.00 |  |  |  |
| Coffee Jug 5 cups | 13.00 |  |  |  |
| Tea Jug 5 cups | 13.00 |  |  |  |
| Still water per 1Ltr bottle | 3.00 |  |  |  |
| Sparkling water per 1Ltr bottle | 3.00 |  |  |  |
| Orange juice per jug | 5.00 |  |  |  |
| Apple juice per jug | 5.00 |  |  |  |
| Coke per person | 2.00 |  |  |  |
| Diet Coke per person | 2.00 |  |  |  |
| **BISCUITS CAKES & PASTRIES per person** |  |  |  |  |
| A selection from; Digestives, Garibaldis & Fig Rolls, Custard Creams & Bourbons. | 1.25 |  |  |  |
| Breakfast pastries a selection from croissant, pain au chocolat & pain au raisin. | 3.50 |  |  |  |
| A selection of cakes & pastries which may include; Portuguese custard tarts, chocolate cake, chocolate brownie, caramel shortbread, cookies & muffins many more. | 3.25 |  |  |  |
| **BREAKFAST & LUNCH per person** |  |  |  |  |
| **Please indicate the number of vegetarians in your meeting when ordering the following:** |  |  |  |  |
| Bacon or Portobello mushrooms rolls | 4.00 |  |  |  |
| Breakfast pots, yogurt, muesli & honey | 3.75 |  |  |  |
| **Sandwich lunch**  Traditional sliced breads with a range of fillings including; cheese & tomato, ham & mustard, prawn mayonnaise, egg & cress & chicken salad. Served with crisps & fruit. | 9.95 |  |  |  |
| **Premium sandwich lunch**  With a range of fillings including; smoked salmon & egg mayonnaise, chicken, poached salmon, & cream cheese with roasted vegetables. Served with crisps & fruit. | 11.25 |  |  |  |
| Whole fresh fruit selection. | 2.50 |  |  |  |
| **SET PACKAGES per person Option 1 minimum 8 persons** | 22.75 |  |  |  |
| Tea/Coffee/Danish Pastry (upon arrival) |  |  |  |  |
| Lunch served at 1pm: Soup, Quiche, 2 Salads, Cheese board, Water/Juice, Fresh Fruits, Tea/Coffee |  |  |  |  |
| **Option 2 minimum 8 persons** | 20.50 |  |  |  |
| Tea/Coffee/Bacon Rolls(upon arrival) |  |  |  |  |
| Lunch served at 1pm: Premium Sandwich platter with crisps, Water/Juice, Fresh Fruits, Tea/Coffee |  |  |  |  |
| **Option 3 minimum 8 persons** | 18.50 |  |  |  |
| Mature cheddar & pickle, egg mayonnaise and smoked salmon sandwiches, mini cake selection, scones with clotted cream and strawberry preserve and tea |  |  |  |  |
| **Notes** | | | | | |
| **Orders are only confirmed when payment is received by telephone in advance by credit card.**  **Orders can only be accepted when you have a meeting room booked and with a minimum of two working days’ notice.**  **Orders can only be cancelled with two complete working days’ notice.**  **Receptions and buffets can be designed and quoted based on customer requirements.**  **Prices are inclusive of VAT.**  **All items may be subject to substitution due to availability.**  **Nuts and seeds are used in some of the facilities used for preparation and we cannot guarantee any items are nut or seed free.**  **Breakfast service will be delivered to the room as close to 0900hrs as possible and lunch service as close to 1300hrs as possible.**  **Please note that food and drink from external suppliers is not permitted within the court building.** | | | | | |
| **Email to catering@supremecourt.uk** | | | | | |