DELIVERED CATERING/ MENU

Our team will deliver your refreshments directly to your room. We may deliver your catering a little earlier or later than your requested time during our busy periods.

Refreshments

Hot drinks
- Coffee and tea  * £1.62
- Hot chocolate  * £1.74

Bottles 500ml
- Still or sparkling mineral water £1.56
- Coke, diet coke or lemonade £1.56
- Fairtrade orange or apple juice £1.80

One litre jugs
- Orange, apple or cranberry £3.54

Treats
- Biscuit £0.42 each
- Home baked cookie  * £0.54 each
- Packet of crisps £0.90 each
- Fresh fruit  * £1.20 each
- Chocolate, blueberry or toffee apple muffin  * £1.80 each
- Home baked cupcake  * £1.80 each
- Scone with jam and cream  * £2.10 each
- Danish pastry  * £2.28 each
- Cake  * £2.28 each

Canapés
A selection of chef’s choice canapés:  *
- 4 per person £9.60
- 8 per person £12.00
- 10 per person £14.40

Alcoholic drinks

There are a number of licensing laws that affect the provision of alcohol. Our prices include a fully serviced drinks reception providing the total spend exceeds £100. If the reception is before or after a lecture, please let us know the time and location of the lecture.

Ale and lager
- Bottled ale 500ml £3.75
- Bottled lager 330ml £2.95

White wine
- Hardy’s Riddle Chardonnay-Semillon South-Eastern Australia £13.50
- San Giorgio Pinot Grigio, Delle Venezie, Italy £13.50
- Kleine Zalze Bush Vines Chenin Blanc, Stellenbosch, South Africa £14.20
- Bolla Pinot Grigio delle Venezie, Italy £16.30

Red wine
- Hardy’s Riddle Shiraz-Cabernet South-Eastern Australian £13.50
- San Giorgio Montepulciano D’Abruzzo, Italy £13.50
- Sangiovese di Toscano, Trambusti, Italy £14.50
- Kleine Zalze Cabernet Sauvignon, Coastal Region, South Africa £15.00
- Fantinel Extra Dry, Prosecco, Italy, 11.5% £19.00

* All for a minimum order of six people
DELIVERED CATERING/ MENU

Breakfast
We can deliver to your door in Keynes, Rutherford or Darwin. Just let us know how many meat or vegetarian options you require. If you would prefer, a full English breakfast can be arranged if you contact us directly.

Traditional bacon option – £5.40 per person *
Freshly baked bread rolls filled with crispy back bacon, served with tomato ketchup and brown sauce
A selection of English breakfast tea, herbal infusions, filter coffee and fruit juices

Cumberland sausage option – £6.00 per person *
Freshly baked bread rolls filled with a Cumberland sausage, served with tomato ketchup and brown sauce
A selection of English breakfast tea, herbal infusions, filter coffee and fruit juices

Danish Pastry Option (v) – £5.70 per person *
A selection of Danish pastries
A selection of English breakfast tea, herbal infusions, filter coffee and fruit juices

Healthy Option (v) – £5.70 per person *
Selection of fruit juices
A selection of yoghurt with granola, nuts and seeds
A selection of English breakfast tea, herbal infusions and filter coffee

Sandwiches
Our sandwiches are based on one sandwich per person. If you prefer your sandwich without mayo or dressing, try one of our simply-filled sandwiches.

Simply-filled cut sandwich with white or wholemeal bread (no dressing) * £3.78
Bloomer sandwich with white or wholemeal bread * £3.96
Home baked baguette * £3.96
Selection of Italian breads (ciabatta and focaccia) * £4.80

* All for a minimum order of six people
Savoury and sweet platters

All of our platters are based on six people sharing and are intended in addition to sandwiches or rolls. If you are unsure of the quantities or are looking for something bespoke, please contact our team who will be happy to advise you.

Savoury platters

The vegetarian platter (v) – £17.40
Includes items such as:
Crudités – carrot, cucumber, peppers, cherry tomatoes and celery with a cheese, chive and pesto yogurt dip
Mini mozzarella balls with cherry tomatoes and basil
Mediterranean vegetable bruschetta
Mini vegetable samosas with a mint yogurt dip
Brie and tomato pick-up quiche
Spinach and feta bruschetta
Vegetable pakora and mini onion bhaji with a mango chutney dip

The meat platter – £21.60
Includes items such as:
Lime and coriander chicken kebabs
Mini pork pies with pickle
Homemade grain mustard sausage rolls
Mini tandoori spiced chicken breast kebabs with a mint yogurt dip
Chicken tikka satay
Mild chicken tikka skewers
Mini duck and hoisin spring rolls
Breaded southern style chicken goujons with a barbeque dip
Mini chicken and bacon pies
Chicken and chorizo skewers
Mini buffet eggs with chutney

The fish platter – £19.20
Includes items such as:
Mini smoked salmon and cream cheese bagels
Filo prawns with fresh limes
Thai seafood dim sum selection
Mini prawn cocktail with shredded lettuce and Marie-Rose sauce
Taramasalata and pitta bread
Rollmop herrings with beetroot chutney and sour cream
Mini oriental crab cakes with sweet chilli sauce dip
Smoked salmon and cream cheese roulade

Sweet platters

Sweet canapé platter – £21.60
Based on three per person. Includes items such as:
Black forest gateau
Victoria sandwich
Mini bread and butter pudding

Fruit platter – £21.60
Includes items such as:
Pineapple, melon, orange, apple, pears and grapes

Mini French pastry platter – £14.40
Based on three per person. Includes items such as:
Coffee and chocolate éclair
Praline and vanilla choux pastry
Chocolate tartlets
Lemon tartlets
DELIVERED CATERING/MENU

Finger buffets
Our buffets are based on one round of sandwiches per person. Please choose one menu per delivery, our chefs are happy to take any dietary requirements into consideration, just let us know in advance.

The classic buffet one – £11.40 per person *
A selection of cut sandwiches and home baked baguettes with chef’s choice of filling.
Lime and coriander chicken kebabs
Smoked salmon and cream cheese bagels
Homemade grain mustard sausage rolls
Crudités – carrot, cucumber, peppers, cherry tomatoes and celery (v)

The classic buffet two – £11.40 per person *
A selection of cut sandwiches and home baked baguettes with chef’s choice of filling.
Homemade grain mustard sausage rolls
Mini oriental crab cakes with sweet chilli sauce dip
Mini duck and hoisin spring rolls
Indian selection with mango chutney (v)

The classic buffet three – £11.40 per person *
A selection of cut sandwiches and home baked baguettes with chef’s choice of filling.
Lime and coriander chicken kebabs
Filo prawns with fresh limes
Mini chicken and bacon pies
Brie and tomato pick-up quiche (v)

The premium buffet – £18.60 per person *
A selection of cut sandwiches and home baked baguettes with chef’s choice of filling.
Filo prawns with fresh limes
Thai vegetable dim sum (v)
Southern style chicken goujons with a barbeque dip
Homemade grain mustard sausage rolls
Mini mozzarella balls with cherry tomatoes and basil (v)
Smoked salmon and cream cheese roulade
Fresh fruit platter
Mini dessert selection

Afternoon tea
The March hare – £12.00 per person *
Traditional finger sandwiches with ham and cucumber, free range egg and cress, Scottish smoked salmon, cheese and tomato
Scones with strawberry jam and clotted cream
Afternoon cake: a selection of lemon drizzle, chocolate, coconut, chocolate brownie, cupcakes, doughnuts and fondant squares
Filter coffee and tea

The mad hatter – £16.80 per person *
A glass of Champagne
Finger sandwiches with ham and cucumber, free range egg and cress and Scottish smoked salmon
Scones with strawberry jam and clotted cream
Afternoon cake: a selection of lemon drizzle, chocolate, coconut, chocolate brownie, cupcakes, doughnuts and fondant squares
Filter coffee and tea

* All for a minimum order of six people
Please note prices include VAT.

**Ordering**

There are no delivery charges for orders above £15 on weekdays and £100 at weekends. A surcharge will be added to any orders with lower values than £15/£100 respectively.

At least two working days’ notice is required for bookings or any amendments or cancellations.

Please note that any orders made with less than two working days’ notice will be subject to a late order administration charge of £10.

**Amendments and cancellations**

If you need to make any amendments or cancellations within two working days of the event, please email internalcatering@kent.ac.uk quoting the reference number.

The full cost will be charged for any booking cancelled within 24 hours of the delivery time and 50% of the total booking value will be charged 48 hours prior to the event. Events cancelled more than 48 hours before the event is due to start will not be charged cancellation fees.

**Room bookings**

Before making your catering booking, please check to ensure that the room being used is one in which catering is permitted. Please ensure that the room is booked with the Timetabling Office for the Canterbury campus and Medway room bookings for the Medway campus. Where possible, we advise booking a separate room for catering deliveries to minimise disruption to your meeting.

During vacation periods, rooms must be booked through the Conference Office.

**Delivery to you**

For any rooms above or below ground level, please ensure that the delivery location has access via a lift.

Our staff will lay out the catering if tables are provided; otherwise the delivery will be left for you to unpack. Should there be no delivery access to the specified room, the food/beverages will either be left outside the room or returned to the kitchen.

We advise that orders should be requested for 15 minutes before they are actually required. On exceptionally busy days deliveries may be made up to 30 minutes prior to your requested time. Please therefore allow for early deliveries when making your room booking. Crockery/cups and utensils will be delivered for the numbers booked.

**Storage**

When you have received your delivery, please store it away from direct sunlight or heat sources, such as radiators and draughts.

To ensure freshness, please keep your food covered until needed.

We strongly advise that you consume your food within 3 hours of delivery. Any food not consumed within this period must be disposed of.

**Collection**

We will endeavour to collect the equipment on the same day or by 9am on the following day. At the time of booking, please indicate when the items will be available for collection.

Please ensure that all the items are packed in the box and left ready for collection at the end of your event. It is your responsibility to ensure that all delivered items are returned (i.e. flasks, cups, bowls etc) and you will be charged for any lost or damaged equipment.

**Drinks Receptions**

We require a minimum spend of £100 to provide a fully serviced drinks reception. Should the amount fall below this figure, a surcharge will be applied up to £100.