

Hospitality Brochure



Introduction

At Birkbeck College, we are able to cater for all types of events and occasions

We have a tempting selection of menus, from a simple morning coffee and biscuits through to hot fork buffets.

We purchase from specialist suppliers and use the freshest produce and the very finest ingredients.

Our coffee is triple accredited, Rainforest Alliance, Fairtrade and Soil Association, our tea is supplied as part of the ethical tea partnership, we also offer Fairtrade orange juice, our still and sparkling water is bottled on site and therefore has had a massive effect on reducing our glass recycling.

The following menus are intended as a guide to help you, and where possible we have tried to be as flexible as we can. In addition, we have created a list of wines to compliment the dishes.

If you have any other special requirements in mind or would like to request something not featured in this brochure, we will be happy to work with you to create some suggestions; please do not hesitate to ask.

We look forward to making your event a successful and memorable occasion.

All prices in this brochure are exclusive of VAT

Catering

Where catering services have been requested as part of the Facilities, the Client shall confirm final timings, menus and any special food requirements (as per the catering options provided by **BBK** from time to time) to the Event Manager in writing not less than 4 clear working days prior to the provision of the Facilities. The Client accepts that **BBK** may be unable to meet any late requests.

If additional catering services are required on the day of the Event, the Client should contact the Event Manager who will investigate if the additional catering services can be provided. The Client, or an acceptable signatory, will be asked to sign a catering order to confirm that additional catering services have been provided. Any additional catering services will increase the Price.

Where catering has been booked in advance the following cancellation policy will apply:
No charge will be made for the cancellation of **tea, coffee, biscuit, cookies and fruit juice** up to the day prior to the day of the Event. Tea, coffee, biscuit, cookies and fruit juice cancelled on the day of the Event will be charged.

Tea, coffee, biscuit, cookies and fruit juice ordered for a weekend Event must be cancelled by noon on the Friday before the weekend of the Event otherwise a charge will be made.

A reduction or cancellation of any other catering services must be confirmed in writing to the Event Manager by noon 2 working days prior to the date of the Event. Catering services which are not cancelled in accordance with this procedure will be charged in full to the client

Where any special requirements have been agreed in respect of catering services these will be charged in full where **BBK** has placed a food order for such catering services from its supplier and are unable to cancel this request with the supplier without cost.

There is a Minimum order of £12.00 per day for all catering bookings which will be charged for.

There is a minimum order of £50 for bookings that occur on Sundays.

In an attempt to reduce our glass use all water is supplied in re-useable bottles. A £5.00 charge will be levied to the booking if these bottles are not returned with the order.

Conference Packages

Option 1: £10.95 per delegate/day

Morning

Filter Coffee, selection of teas and biscuits
Water still or sparkling

Lunch

Sandwich Lunch
A Selection of meat, fish and vegetarian sandwiches
1 & ½ rounds per person
Piece of fruit
Packet of crisps
Water, still or sparkling

Afternoon

Filter Coffee, selection of teas and biscuits

Option 2 £14.10 per delegate/day

Morning

Filter coffee, selection of teas and Danish pastry
selection
Fruit juice, water still or sparkling

Lunch

Premier Sandwich Lunch
A selection of meat, fish and vegetarian sandwiches
Wraps and bagels. 1 round per person
Nachos and sour cream dip
Mozzarella & cherry tomato sticks
Mini sausages
Slice of Madeira cake
Piece of fruit
Fruit juice
Water still or sparkling

Afternoon

Filter coffee, selection of teas and freshly baked
cookies

Option 3: £17.10 per delegate/day

Morning

Malet Street Only Mon – Fri
minimum 10 delegates

Filter coffee, selection of teas and biscuits
Fruit juice, water still or sparkling

Lunch

Choice of either a Cold or Hot Fork Buffet
Fruit juice, water still or sparkling

Afternoon

Filter coffee, selection of teas and freshly baked
cookies



Light Refreshments

Beverages & Chilled Drinks

Freshly Brewed Filter Coffee & Selection of Teas



£1.54

Triple accredited coffee, Rainforest Alliance, Fairtrade and Soil Association.

Our tea is supplied as part of ethical tea partnership

Fairtrade orange juice *per litre*

£2.70

Orange juice *per litre*

£2.55

Apple juice *per litre*

£2.55

Innocent smoothies *per 250ml bottle*

£1.70

Tropicana orange juice *per 250ml bottle*

£1.70

Mineral still or sparkling water *per litre*

£2.20

Morning Boosts

Biscuits *2 per person*

£0.48

Freshly baked cookies *per cookie*

£0.80

Mini muffins *2 per person*

£1.20

Brioche bun

£1.10

Danish pastry selection *1 per person*

£1.20

Croissant, Pain au Chocolaté, Pain aux Raisins

Filled croissant selection *1 per person*

£1.32

Almond Croissant, Raspberry Croissant, Chocolate Croissant.

Breakfast (per person)

Bacon buttie

£2.25

Smoked salmon & cream cheese bagel

£2.36

Mushroom & cheese panini

£2.30

Ham & cheese croissant

£2.30

Rachel's yoghurt

£1.00

Individual fruit salad

£1.30



Working Lunches

Sandwich Lunch

£9.00 per person

A selection of meat, fish and vegetarian sandwiches

1 & ½ rounds per person

Piece of fruit

Packet of crisps

Water still or sparkling

Premier Sandwich Lunch

£10.50 per person

A selection of meat, fish and vegetarian sandwiches

Wraps and bagels. *1 round per person*

Nachos and sour cream dip

Mozzarella cheese & cherry tomato sticks

Mini sausages

Slice of Madeira cake

Piece of fruit

Fruit juice

Water still or sparkling

Lunch on the Go served on trays or for 25p pp put in picnic bags

£7.20 per person

One packet of sandwiches

Piece of fruit

Packet of crisps

Small bottle of water

Late Comers Lunch order by 12 pm the day before

Price on application

A selection of mixed or vegetarian sandwich platters

1 round per person (minimum order for 5 people charged in increments of 5 so if 7 guests the charge will be for 10)

Crisps

Fruit juice

Still or sparkling water

Ploughman's Lunch

£9.10 per person

Platter of pork pie and cheese, apple, pickled onion, pickles, salad garnish and crispy bread.



Cold Fork Buffet

10 - 40 people 2 main choices & 3 accompaniments
40 + people 3 main choices & 4 accompaniments

£11.40 per person

Minimum order of 10 people. Mon - Fri, Malet Street only

Drinks and desserts are not included in this package please order separately.

Meat

Tandoori chicken slices
Gala pie platter
Chicken caesar salad

Fish

Tuna nicoise
Fillet of poached salmon with lime mayonnaise
Platter of smoked fish with prawns and chive crème fraiche

Vegetarian

Grilled goats cheese with Mediterranean vegetables
Fiesta quiche
Sliced mozzarella on spinach & tomato salad.

Served with your selection of salads from below:

Coleslaw with apple
Potato & sour cream salad topped with chives
Tomato & olive salad
Mixed lettuce salad
Pasta, cucumber & mixed leaf salad
Tabbouleh (mint, tomato, lemon & bulgur wheat)
Bean & chickpea salad
Mixed salad, *lettuce, tomato, cucumber & onion*

All served with freshly baked bread and butter



Hot Fork Buffet

20 - 50 people 2 main choices & 3 accompaniments.
50 + people 3 main choices & 4 accompaniments

£11.40 per person

Minimum order of 20 people. Mon - Fri, Malet Street only

Drinks and desserts are not included in this package please order separately.

Meat

Thai green chicken curry
Chilli con carne
Lamb moussaka
Trio of sausages with onion gravy

Fish

Salmon with spicy salsa
Fish pie topped with sliced potato
Loin of cod on a tomato & olive sauce

Vegetarian

Pasta with spinach, cherry tomato and creme fraiche
Vegetable tagine with chickpeas and raisins
Mixed bean and sweet potato korma

Served with your selection of accompaniments from below:

Steamed fragrant rice
Hot cous cous
Hot new potatoes
Creamed potatoes
Crisp lettuce salad
Coleslaw with red onion
New potato salad with mint vinaigrette
Tomato & cucumber salad

All served with freshly baked bread and butter



Pick & Mix

Add to your sandwich lunch or select for your evening reception party.

Minimum 20 people

Select 5 choices **£4.00 per person**

Spicy dried broad beans, *something a little different delicious dried beans with a spicy note*

Cherry tomatoes with mozzarella

Nachos crisps with assorted dips

Tomato & basil savoury snack, *little savoury biscuits*

Big mix savoury snacks, *savoury biscuits larger than above*

Glazed sausages

King prawn & chilli dip

Mini duck spring rolls

Mini pork pies

Tzatziki with pitta bread

Taramaslata with pitta bread

Houmous with pitta bread



Dessert Menu (per individual piece)

| | |
|---|--------|
| Individual fruit salad | £1.30 |
| Exotic fruit slice | £1.65 |
| Black forest gateau slice | £1.65 |
| Tangerine slice | £1.65 |
| Piece of fruit | £1.10 |
| Cheese platter for 10 people (<i>min 10 people</i>) | £24.20 |

Cake Selection (per individual piece)

| | |
|--------------------------------|-------|
| Sultana scone with jam & cream | £1.43 |
| Yum Yum | £1.43 |
| Toffee & date cake slice | £2.36 |
| Fruit cake slice | £2.36 |
| Organic banana cake slice | £2.36 |
| Organic carrot cake slice | £2.36 |

Drink Accompaniments

| | |
|--|--------|
| Spicy broad beans <i>per bowl</i> | £1.00 |
| Kettle crisps <i>ind packet</i> | £0.88 |
| Pretzels <i>ind packet</i> | £0.94 |
| Chunky cheese platter for 10 people (<i>min 10 people</i>) | £24.20 |

Mixed nibbles: min 20 people

£0.95 per person

A bowl each of the following:

Nachos, salted peanuts, olives & mini cheddars



Drinks Menu

Fair Trade Organic Wine

Vinedos de la Posados £11.00

Fair Trade/organic (white)

Vinedos de la Posados, £11.00

Fair Trade/organic (red)

These wines have changed from being purely fair trade to being organic in classification as well. This wine was voted the best Fair Trade wine in the UK by Jancis Roninson. Say no more, it is quality in a glass with a great and honest message

SPARKLING WINE

Marquis de la Tour Brut NV £14.85

Light crisp and fresh sparkling wine from the Loire Valley

Marquis de la Tour Rose Brut NV £16.50

Rose sparkler made from lightly extracted Pinot Noir

Presecco Jeio £16.50

De Nauroy (champagne) £30.40

Pinot Noir, Pinot Meunier and Chardonnay go to making this a classic champagne. Nice clean aromatics and unmistakably the REAL thing

WHITE WINE

Operetto Gardanega Pinot Grigio £8.25

Floral nose of Jasmine and honeysuckle that is fresh and zesty on the palate.

Saam Mountain Paarl Chenin Blanc £9.85

Rich tropical aromas of pear, guava and ripe yellow stone fruit jump out of the glass. The abundance of flavours carry through onto the well structure palate

Macon Village Louis Chedville £16.50

Pale yellow in colour, with a fresh light floral and Fruity nose. Citrus apple and peach are the defining Characters of the palate.



ROSE WINE

Rose II Banchetto Rosato £8.25

This is a deep rose wine with a floral & Fruity bouquet with hints of cherry. Refreshing on the palate and bursting with wild berry flavours.

RED WINE

II Banchetto Rosso £8.25

This wine is ripe and round with aromatic spice And morello cherry notes on the nose and a dry Fresh palate that has an easy drinking style

Saint Etalon Merlot £9.85

100 % Merlot with deep ruby colour. Elegant Nose of ripe berries. Well balanced and smooth On the palate.

Saam Mountain Paarl Cabernet Sauvignon £9.85

A deep purple Cabernet with a blackberry and Plum nose. The intensity of the fruit is carried Onto the palate where it fills the mouth with Juicy tannins, ripe dark fruit with hints of vanilla

Beer £2.95

Canned Soft Drinks £1.20

