HOSPITALITY
AT BIRKBECK, MENU
UNIVERSITY OF LONDON
At Birkbeck University of London we are able to cater for all types of events and occasions, from packed lunch to formal dinners. We have a tempting selection of menus, with suggestions for all levels of events, from simple morning coffee and biscuits 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 and our tea is supplied as part of the Ethical Tea Partnership. We can also offer Fairtrade orange juice.

Our still and sparkling water is bottled on site, and served in Birkbeck bottles. This has eliminated our need to send glass water bottles for 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 wine 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 can be contacted at catering@bbk.ac.uk

We look forward to making your event a successful and memorable occasion and one in which you and your guests leave with a positive image of Birkbeck, University of London.

All prices in this brochure are exclusive of VAT
CATERING SERVICE LEVEL AGREEMENT

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 room bookings, in writing not less than 4 clear working days prior to the provision of the facilities. The client accepts the 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 room bookings, who will investigate if the additional catering can be provided. The client or an acceptable signatory will be asked to sign a catering order to confirm that additional catering has been provided. Any additional catering will be charged for according to the brochure prices.

Where catering has been booked in advance the following cancellation policy will apply:

No charge will be made for the cancellation of tea, coffee, biscuits, cookies, water, and fruit juice up to 4pm on the working day prior to the day of the event.

Tea, coffee, biscuits, cookies and fruit juice cancelled on the day of the event will be charged.

Tea, coffee, biscuits, cookies and fruit juice ordered for a weekend event must be cancelled by noon of the Friday preceding the weekend of the event otherwise a full charge will be made.

A reduction or cancellation of any other catering services must be confirmed in writing to room bookings by noon 2 clear working days prior to the event.

Catering not cancelled in accordance to this procedure will be charged in full.

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

Any items used to serve hospitality that are damaged or missing will be charged to the account for the full cost of replacement.

Any items hired will be hired for a small fee. Any broken or missing items will be charged against the account at the full cost of replacement.

There is a minimum order of £12.00 per day for all catering bookings. There is a minimum order of £50.00 for bookings which occur on a Sunday.

In an attempt to reduce our glass use, all water for hospitality is supplied in reusable bottles. A charge of £5.00 will be levied to the booking if these bottles are not returned with the order.

Any loss or damage to cutlery, crockery or glasses will also have a fine levied on the order.
## Conference Packages

<table>
<thead>
<tr>
<th>Package</th>
<th>Price</th>
<th>Morning Details</th>
<th>Lunch Details</th>
<th>Afternoon Details</th>
</tr>
</thead>
</table>
| Package 1| £10.40 | Freshly brewed filter coffee & selection of teas and biscuits, water still or sparkling | Sandwich lunch  
A selection of meat, fish and vegetarian sandwiches  
1½ rounds per person  
Piece of fruit  
In house filtered water still or sparkling | Freshly brewed filter coffee & selection of teas |
| Package 2| £13.70 | Freshly brewed filter coffee & selection of teas and biscuits, fruit juice, water still or sparkling water | Premier sandwich lunch  
A selection of meat, fish and vegetarian sandwiches and a selection of bagels 1½ round per person  
Mini slice of Madeira cake  
Fruit bowl  
Fruit Juice  
In house filtered water still or sparkling | Freshly brewed filter coffee & selection of teas and freshly baked cookies. |
| Package 3| £17.75 | Minimum 15 people, Malet Street Only Monday to Friday  
Freshly brewed filter coffee & selection of teas and cookies, fruit juice, water still or sparkling water | Choice of either hot or cold fork buffet  
Piece of fruit  
Fruit Juice  
Water still or sparkling | Freshly brewed filter coffee & selection of teas and mini muffins |
**LIGHT REFRESHMENTS**

**HOT BEVERAGES & SNACKS**

Choose from a selection of speciality teas, herbal infusions and freshly brewed triple accredited coffee, Rainforest Alliance, Fairtrade and Soil Association.

- Freshly Brewed Filter Coffee & Selection of Teas: £1.48
- Biscuits (2 per person): £0.48
- Freshly baked cookies (per cookie): £0.92
- Individually packed shortbread: £1.62
- Chocolate biscuit selection: £0.57
- 4 Finger Kit Kat: £0.74
- Danish Selection (1 per person), Croissant, Pain au chocolat, Pain aux raisin: £1.40
- Mini Muffins (2 per person): £1.30
- Individual pack of nuts & seeds: £1.62
- Individual pack of yoghurt-coated nuts: £1.62

**COLD BEVERAGES**

- In house water filtered system
  - Still water: £1.90
  - Sparkling water: £1.90
- Orange juice 1lt: £2.06
- Apple juice 1lt: £2.06
- Innocent smoothies per 250ml: £1.80
- Tropicana orange juice per 250ml: £1.79
- Fairtrade Orange Juice carton 250ml: £1.05

**BREAKFAST PER PERSON**

- Bacon Butties: £2.43
- Ham & cheese croissant: £2.37
- Smoked salmon & cream cheese bagel: £2.54
- Mushroom & cheese Panini: £2.43
- Rachel's yoghurt: £1.08
- Individual fruit salad: £1.64
- Yoghurt, fruit and Granola pot: £2.00
**WORKING LUNCHES**

All our working lunches are served to your room with crockery and cutlery as required.

<table>
<thead>
<tr>
<th>SANDWICH LUNCH: £7.67</th>
<th>PREMIUM SANDWICH LUNCH: £9.45</th>
<th>LUNCH ON THE GO: £6.64</th>
</tr>
</thead>
<tbody>
<tr>
<td>A selection of cut classic meat, fish and vegetarian sandwiches, 1½ round per person</td>
<td>A selection of cut premium meat, fish and vegetarian sandwiches and a selection of bagels, 1½ round per person</td>
<td>Served on trays or plus 25p per person put into picnic bags</td>
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<tr>
<td>Fruit bowl, 1 piece of fruit per person</td>
<td>In house filtered water - still or sparkling</td>
<td>Packet of sandwiches from our classic range</td>
</tr>
<tr>
<td>In house filtered water - still or sparkling</td>
<td>Fruit Juice</td>
<td>Apple</td>
</tr>
<tr>
<td>VEGETARIAN SANDWICH LUNCH: £7.67</td>
<td>Plus 2 items from the list below: (these items can not be split for any lunches under 15 people)</td>
<td>Individual bottle of still water 500ml</td>
</tr>
<tr>
<td>A selection of cut classic vegetarian sandwiches, 1½ round per person</td>
<td>• Mini slice of Madeira cake</td>
<td></td>
</tr>
<tr>
<td>Fruit bowl, 1 piece of fruit per person</td>
<td>• Mini slice of fruit cake</td>
<td></td>
</tr>
<tr>
<td>In house filtered water - still or sparkling</td>
<td>• Individually packed shortbread</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Mini muffins</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Packet of kettle crisps</td>
<td></td>
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<tr>
<td></td>
<td>• Bowl of fresh bananas</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Bowl of fresh apples</td>
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<tr>
<td></td>
<td>• Fruit bowl-mixed selection of fruit</td>
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<tr>
<td></td>
<td></td>
<td>GRAZING LUNCH £8.50</td>
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<tr>
<td></td>
<td></td>
<td>A selection of cut classic meat, fish and vegetarian sandwiches, 1½ round per person</td>
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<tr>
<td></td>
<td></td>
<td>Tortilla crisps and salsa</td>
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<tr>
<td></td>
<td></td>
<td>Selection of chefs choice cheese and biscuits</td>
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<tr>
<td></td>
<td></td>
<td>Fingers of flapjack</td>
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<tr>
<td></td>
<td></td>
<td>In house filtered water - still or sparkling</td>
</tr>
</tbody>
</table>

**SANDWICH PLATTER: £15.96**

Platter of 20 quarters of either meat, vegetarian or fish
COLD FORK BUFFET

**Minimum order 15 people offered Monday to Friday Malet Street main building only**

**15-40 PEOPLE:**
- £12.42
- 2 main choices
- 3 accompaniments

**MEAT DISHES**
- Coronation Chicken
- Bacon, blue cheese & walnut salad with mixed leaves and balsamic dressing
- Charcuterie platter

**FISH DISHES**
- Tuna pasta with mixed peppers & mayonnaise
- Roast salmon fillets on a bed of lettuce & cucumber
- Platter of prawn cocktail on a bed of iceberg lettuce

**VEGETARIAN DISHES**
- Roast Mediterranean vegetables with goats cheese
- Chef’s vegetarian quiche
- Spicy salsa vegetables served in a pitta bread pocket

**41+ PEOPLE:**
- £12.42
- 3 main choices
- 4 accompaniments

**SERVED WITH YOUR CHOICE FROM BELOW**
- Coleslaw
- Potato & sour cream topped with chives
- Tomato & olive salad
- Mixed lettuce salad
- Pasta, rocket & tomato salad
- Cous cous salad (mint, tomato, lemon)
- Bean & chickpea salad
- Mixed salad, (lettuce, tomato, cucumber & onion)

All served with freshly baked bread and butter

Drinks and desserts are not offered with this package. Please order separately.
# HOT FORK BUFFET

| Minimum order 20 people offered Monday to Friday Malet Street main building only |
|---|---|
| **20-50 PEOPLE:** | **51+ PEOPLE:** |
| **£12.42** | **£12.42** |
| 2 main choices | 3 main choices |
| 3 accompaniments | 4 accompaniments |

## MEAT DISHES
- Thai green chicken curry
- Chilli con carni
- Lamb Moussaka

## FISH DISHES
- Salmon with spicy salsa
- Fish pie topped with puff pastry
- Hoki fillet on a tomato & olive sauce

## VEGETARIAN DISHES
- Pasta with spinach, cherry tomato and crème fraiche
- Vegetable Tangine with chickpeas and raisins
- Mixed bean and sweet potato korma

## SERVED WITH YOUR CHOICE FROM BELOW
- Steamed fragrant rice
- Hot cous cous
- Hot new potatoes
- Creamed potatoes
- Crisp lettuce salad
- Coleslaw and red onion
- New potato salad with mint vinaigrette
- Tomato and cucumber salad

## Served with your choice
- All served with freshly baked bread and butter

## Drinks or desserts
- Drinks or desserts are not offered with this package. Please order separately.
**PICK & MIX**

**20+ PEOPLE:**

**£4.32 PER PERSON**

**SELECT 4 CHOICES**

Add to your sandwich lunch or select for your evening reception

**MEAT DISHES**

- Chicken Nuggets
- Mini duck spring rolls
- Chicken Yakitori
- Sausage rolls
- BBQ chicken wings
- Honey glazed sausages

**FISH DISHES**

- King prawn & chilli dip
- Coconut prawns
- Smoked salmon blinis

**VEGETARIAN DISHES**

- Cream cheese & chive blinis
- Vegetable dim sum with chilli dip
- Goats cheese on mini toasts
- Cherry tomatoes with mozzarella
- Nachos crisps with sour cream dip
- Falafel bites with minted yoghurt dip
- Houmous with pitta bread
## DESSERT, NIBBLES & CHEESE

<table>
<thead>
<tr>
<th>DESSERT (PER INDIVIDUAL PIECE)</th>
<th>CAKE SELECTION (PER INDIVIDUAL PIECE)</th>
<th>DRINK ACCOMPANIMENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Individual fruit salad</td>
<td>Sultana scone with jam &amp; cream</td>
<td>Cheeseboard &amp; biscuits (min 10 people)....£26.08</td>
</tr>
<tr>
<td>Exotic fruit slice</td>
<td>Cupcakes</td>
<td>Kettle Chips (per packet)........................£0.96</td>
</tr>
<tr>
<td>Black Forest Gateau slice</td>
<td>Flowerpot muffin</td>
<td>Pretzels (per person)..............................£1.02</td>
</tr>
<tr>
<td>Piece of fruit</td>
<td>Éclair parfum chocolat</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Fruit cake slice</td>
<td></td>
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<tr>
<td></td>
<td>Organic Banana cake slice</td>
<td></td>
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<tr>
<td></td>
<td>Organic Carrot cake</td>
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</tbody>
</table>

### NIBBLES

*Mixed nibbles min 20 people*

A bowl each of the following:
- Nachos, peanuts, olives & mini cheddars...
- per person ...................................... £1.02
DRINKS

ORGANIC - FAIRTRADE WINE
These wines have changed from being purely Fairtrade to being organic in classification. This wine was voted the best Fairtrade wine in the UK by Jancis Robinson, say no more... it is quality in a glass with a great honest message

- Vinedos de la Posada Torrontes
  Fairtrade/organic white ........................................ £9.75
- Vinedos de la Posada Merlot
  Fairtrade/organic red ........................................ £9.75

SPARKLING WINE
- Marquis de la Tour Brut NV ................................ £13.40
  Light crisp and fresh sparkling wine from the Loire Valley

- Marquis de la Tour Rose Brut NV .................. £13.40
  Rose sparkler made from lightly extracted Pinot Noir

- Prosecco Jeio NV ........................................... £16.50
  Fresh light and crisp, Prosecco, the grape has a slightly sherbet finish

WHITE WINE

- Le Troubadour Blanc 2013 ................... £8.25
  This wine comes from the South of France and is made with two grape varieties: Ugni Blanc and Colombard. It is refreshing and crisp with fruity flavours of pear and stone fruits.

- Gavi Riva Leone 2013 ........................ £9.70
  The grapes grow on the hillsides around a village called Gavi in Piedmont, a north west region of Italy. The wine has fresh citrus and elegant floral aromas.

- Cuatro Rayas Sauvignon Blanc ................ £10.05
  A crisp, and very tasty wine with light acidity and structure. Pronounced flavours of grapefruit, lemon and peach

ROSE WINE
- Operetto Pinot Grigio Blush 2012 .............. £8.38

RED WINE

- Le Troubadour Rouge 2013 ....................... £8.25
  It is soft and smooth wine, with flavours of plum and blackberries.

- Tasari Nero d’Avola 2012 ........................ £9.70
  This wine has an intense spicy cherry aroma with rich, ripe dark fruit flavours.

- Caringole Syrah Carignan Merlot 2013 ...... £9.92
  Fresh and supple with black olive, herbal and mineral, cherry, meaty flavours.

BEER

- Bottled Beer .................................................. £3.05
- Canned soft drinks ....................................... £1.10

SALE OR RETURN AVAILABLE ON ALCOHOL