Hospitality
To You
delivering quality catering
Contents

Refreshments 3
Breakfast 4

Build Your Own Lunch - Step 1
Platters 6
Individual Lunches 7
Special Diets 8

Build Your Own Lunch - Step 2
Buffet Items 9

Build Your Own Lunch - Step 3
Buffet Accompaniments 10

Cold Fork Buffets 11
Canapés 12
Sweet Treats 13
Bulk Orders 14
Make It Happen 15
Refreshments

Fair trade freshly brewed coffee with a selection of teas *
£1.30 (£1.56 inc. VAT)

Traditional biscuits
£0.60 (£0.72 inc. VAT)

Luxury biscuits
£0.85 (£1.02 inc. VAT)

Gluten Free biscuits
£1.00 (£1.20 inc. VAT)

Orange / Apple / Cranberry juice per litre
£1.85 (£2.22 inc. VAT)

400 ml Fairtrade Orange juice
£1.85 (£2.22 inc. VAT)

500ml bottled water – still and sparkling
£1.20 (£1.44 inc. VAT)

2 litre bottled water – still and sparkling
£2.00 (£2.40 inc. VAT)

Coca Cola / Diet Coke / Sprite / Fanta per 500ml bottle
£1.50 (£1.80 inc. VAT)

* Coffee and tea are delivered with disposable cups as standard. However if you would like it delivered on reusable mugs an additional cost of £1.00 per portion will be added.
Breakfast

Why not add something from the list below to your morning meeting to start the day right.

Freshly baked Danish pastries x2 (v) £2.95 (£3.54 inc. VAT)

Breakfast Baguettes £2.95 (£3.54 inc. VAT)
Choose from the following served with traditional sauces:

• Grilled back bacon
• Local pork sausages
• Scrambled egg and tomato (V)
• Mushroom, spinach and tomato (Vegan)
This menu is designed to give our customers the ability to customise lunches to meet their requirements.

Step 1 – Select from our range of sandwich, wrap & mini roll platters, or our individual sandwich options. Our special diets section aims to cater for everyone’s dietary requirements.

Step 2 – Select from our range of buffet items. This allows you to give your guests as much or as little choice as you like, and can be tailored to your budget.

Step 3 – Our buffet accompaniments are the perfect addition to your order. You can choose to add some savoury bites or some sweet treats to round off your lunch.
### Step 1

#### Sandwich Platters

<table>
<thead>
<tr>
<th>Platter Type</th>
<th>Portions/Price</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Silver meat sandwich platter</strong></td>
<td>6 portions, £13.00 (£15.60 inc VAT)</td>
</tr>
<tr>
<td>Ham &amp; Mustard / Chicken &amp; Sweetcorn / Silverside Beef &amp; Tomato / Chicken &amp; Stuffing / Ham &amp; Tomato / Chicken Mayonnaise</td>
<td></td>
</tr>
<tr>
<td><strong>Silver vegetarian sandwich platter</strong></td>
<td>6 portions, £13.00 (£15.60 inc VAT)</td>
</tr>
<tr>
<td>Cheese &amp; Pickle / Egg Mayonnaise &amp; Tomato / Cheese &amp; Onion / Egg Mayonnaise / Cream Cheese &amp; Cucumber / Cheese &amp; Tomato</td>
<td></td>
</tr>
<tr>
<td><strong>Gold meat sandwich platter</strong></td>
<td>5 portions, £14.00 (£16.80 inc VAT)</td>
</tr>
<tr>
<td>Ham &amp; Cheese / BLT / Chicken &amp; Bacon / Egg &amp; Bacon / Chicken &amp; Stuffing</td>
<td></td>
</tr>
<tr>
<td><strong>Gold seafood sandwich platter</strong></td>
<td>5 portions, £14.00 (£16.80 inc VAT)</td>
</tr>
<tr>
<td>Prawn Marie Rose / Tuna Mayonnaise &amp; Cucumber / Smoked Salmon with Dill / Smoked Salmon &amp; Soft Cheese / Prawns &amp; Seasoned Mayonnaise</td>
<td></td>
</tr>
<tr>
<td><strong>Gold vegetarian sandwich platter</strong></td>
<td>5 portions, £14.00 (£16.80 inc VAT)</td>
</tr>
<tr>
<td>Cheddar Ploughman’s / Double Egg &amp; Cress / Falafel, Hummus &amp; Coriander / Two Cheese &amp; Red Onion / Mozzarella &amp; Pesto</td>
<td></td>
</tr>
<tr>
<td><strong>Platinum mixed sandwich platter</strong></td>
<td>5 portions, £16.00 (£19.20 inc VAT)</td>
</tr>
<tr>
<td>Ham, Cheese &amp; Ale Chutney / New York Deli / Salmon &amp; Horseradish / Soft Cheese / Goats Cheese &amp; Chargrilled Peppers / BBQ Chicken &amp; Bacon</td>
<td></td>
</tr>
<tr>
<td><strong>Platinum vegetarian sandwich platter</strong></td>
<td>5 portions, £16.00 (£19.20 inc VAT)</td>
</tr>
<tr>
<td>Bombay Egg &amp; Mango Chutney / Cheddar &amp; Slow Roast Tomato Salad / Feta, Olive &amp; Slow Roast Tomato Pesto / Harissa Hummus &amp; Falafel / Egg &amp; Watercress</td>
<td></td>
</tr>
<tr>
<td><strong>Mixed wrap platter</strong></td>
<td>4 portions, £16.00 (£19.20 inc VAT)</td>
</tr>
<tr>
<td>Piri Piri Chicken / Hoi Sin Pulled Pork / Chicken with Yoghurt &amp; Mint Crème Fraiche / Harissa Hummus &amp; Falafel</td>
<td></td>
</tr>
<tr>
<td><strong>Vegetarian wrap platter</strong></td>
<td>4 portions, £16.00 (£19.20 inc VAT)</td>
</tr>
<tr>
<td>Spicy Bean / Feta &amp; Slow Roast Tomato / Falafel &amp; Hummus / Mozzarella &amp; Pesto</td>
<td></td>
</tr>
<tr>
<td><strong>Meat &amp; fish mini roll platter</strong></td>
<td>4 portions, £16.00 (£19.20 inc VAT)</td>
</tr>
<tr>
<td>BBQ Pulled Pork &amp; Mozzarella / Chicken, Chorizo &amp; Slow Roast Tomato Mayonnaise / King Prawn Mayonnaise / Ham Hock with Wholegrain Mustard &amp; Lemon Mayonnaise</td>
<td></td>
</tr>
<tr>
<td><strong>Vegetarian mini roll platter</strong></td>
<td>4 portions, £16.00 (£19.20 inc VAT)</td>
</tr>
<tr>
<td>Egg &amp; Slow Roast Tomato / Goats Cheese &amp; Chargrilled Vegetables / Cheddar &amp; Sweet Ale Chutney / Falafel with Lemon &amp; Coriander Hummus</td>
<td></td>
</tr>
</tbody>
</table>

All lunches are delivered in disposable presentation boxes as standard. However if you would like it delivered on reusable platters an additional cost of £2.00 per platter will be added.
## Step 1
### Individual Lunches

<table>
<thead>
<tr>
<th>Individually wrapped handcrafted sandwiches, rolls, flatbreads and bagels</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>West country cheddar &amp; tomato bloomer</td>
<td>£3.50 (£4.20 inc. VAT)</td>
</tr>
<tr>
<td>British chicken &amp; avocado bloomer</td>
<td>£3.50 (£4.20 inc. VAT)</td>
</tr>
<tr>
<td>Free range egg &amp; watercress bloomer (v)</td>
<td>£3.50 (£4.20 inc. VAT)</td>
</tr>
<tr>
<td>Wiltshire cured ham &amp; West Country cheddar bloomer VAT</td>
<td>£3.50 (£4.20 inc. VAT)</td>
</tr>
<tr>
<td>Tuna salsa verde bloomer</td>
<td>£3.50 (£4.20 inc. VAT)</td>
</tr>
<tr>
<td>Free range egg mayonnaise &amp; roasted tomato roll (v) (GF)</td>
<td>£3.50 (£4.20 inc. VAT)</td>
</tr>
<tr>
<td>Beef pastrami &amp; emmental bagel</td>
<td>£3.25 (£3.90 inc. VAT)</td>
</tr>
<tr>
<td>Scottish smoked salmon bagel</td>
<td>£3.25 (£3.90 inc. VAT)</td>
</tr>
<tr>
<td>Goats cheese &amp; peppers flatbread (v)</td>
<td>£3.85 (£4.62 inc. VAT)</td>
</tr>
<tr>
<td>Chicken &amp; avocado flatbread</td>
<td>£3.85 (£4.62 inc. VAT)</td>
</tr>
</tbody>
</table>

### Standard lunch
(Packed in a handy bag for groups on the go)
- Sandwich
- Piece of fruit
- Bottle of still water
- Packet of crisps

£5.55 (£6.66 inc. VAT)

### Premium lunch
(Packed in a handy bag for groups on the go)
- Deep filled sandwich or chef’s salad
- Piece of fruit
- Muffin
- Bottle of still water
- Packet of premium crisps

£7.30 (£8.76 inc. VAT)
Step 1
Special Diets

Gluten free lunch 1
- Chicken pesto gluten free seeded roll
- Homemade gluten-free cake
- Seasonal fresh fruit platter

Gluten free lunch 2
- Classic tuna Nicoise salad
- Homemade gluten-free cake
- Seasonal fresh fruit platter

Gluten free lunch 3
- Traditional Greek salad with feta cheese (v)
- Homemade gluten-free cake
- Seasonal fresh fruit platter

Gluten free lunch 4
- Char-grilled chicken and bacon salad
- Homemade gluten-free cake
- Seasonal fresh fruit platter

Halal lunch 1
- Chicken & mixed salad on malted wheat bread
- Seasonal fresh fruit platter

Halal lunch 2
- Peri Peri chicken on malted wheat bread
- Seasonal fresh fruit platter

Vegan lunch 1
- Falafel with lemon & coriander hummus sandwich on malted wheat bread (vegan)
- Chocolate brownie square
- Seasonal fresh fruit platter

Vegan lunch 2
- “Super foods” salad (falafel, hummus, tabboulah salad & baby spinach)
- Chocolate brownie square
- Seasonal fresh fruit platter
Step 2
Buffet Items

Pick as many items from the list
£1.50 per portion (£1.80 inc VAT)

- Chicken & Chorizo skewers x2
- Lamb samosa with mint & yoghurt dip x1
- Chicken yakitori x2
- Mini steak & Stilton rosti x2
- Mini pork pie x2
- Sausage rolls x2
- Mini duck & hoisin rolls with hoisin dip x2
- Prawn twisters with sweet chilli dip x2
- Courgette & Feta frittata x2 (V) (GF)
- Vegetable dim sum with hoisin dip x2 (V)
- Vegetable satay x2 (V)
- Falafel bites with mint & yoghurt dip x2 (V)
- Vegetable crudites with hummus (Vegan) (GF)

Pick as many items from the list
£2.00 per portion (£2.40 inc VAT)

- Chicken kebab (GF) x1
- Piri Piri chicken sticks x2 (GF)
- Lamb kofta with mint & yoghurt dip x1
- Mini peppered steak pie x2
- Mini sausage & mash x2
- Chicken pakoras with mango chutney x2
- Red Thai chicken skewers with sweet chilli dip x2 (GF)
- Garlic marinated lollipop prawns x2
- Fig & goats cheese parcel (V) x1
- BBQ bean and Monterey Jack parcel (V) x1
- Smoked salmon roulades x 2 (G/F)
- Tomato & Soft cheese bruschetta & Spinach bruschetta (1x of each) (V)
Step 3

Buffet Accompaniments

<table>
<thead>
<tr>
<th>Item</th>
<th>Price ( incl. VAT)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hand cooked crisps (5 portions)</td>
<td>£2.70 (£3.24 inc VAT)</td>
</tr>
<tr>
<td>Vegetable crisps (5 portions)</td>
<td>£6.25 (£7.50 inc VAT)</td>
</tr>
<tr>
<td>Salted Peanuts (5 portions)</td>
<td>£3.00 (£3.60 inc VAT)</td>
</tr>
<tr>
<td>Tortilla chips with Salsa (5 portions)</td>
<td>£2.70 (£3.24 inc VAT)</td>
</tr>
<tr>
<td>Marinated olives (5 portions)</td>
<td>£4.50 (£5.40 inc VAT)</td>
</tr>
<tr>
<td>Mixed salad (5 portion)</td>
<td>£5.00 (£6.00 inc VAT)</td>
</tr>
<tr>
<td>Whole fruit platter (5 portions)</td>
<td>£6.00 (£7.20 inc VAT)</td>
</tr>
<tr>
<td>Sliced fruit platter (5 portions)</td>
<td>£10.30 (£12.36 inc VAT)</td>
</tr>
<tr>
<td>Cheese platter (5 portions)</td>
<td>£15.45 (£18.54 inc VAT)</td>
</tr>
<tr>
<td>Includes a selection of biscuits, celery and grapes</td>
<td></td>
</tr>
<tr>
<td>Roasted seed mix (5 portions)</td>
<td></td>
</tr>
<tr>
<td>Granola bar x1</td>
<td>£1.30 (£1.56 inc VAT)</td>
</tr>
<tr>
<td>Mini muffin x2</td>
<td></td>
</tr>
<tr>
<td>Lemon drizzle cake (GF) x1</td>
<td>£1.30 (£1.56 inc VAT)</td>
</tr>
<tr>
<td>Chocolate brownie (GF) (Vegan) x1</td>
<td>£1.30 (£1.56 inc VAT)</td>
</tr>
<tr>
<td>Rainbow macaroons x2</td>
<td>£1.30 (£1.56 inc VAT)</td>
</tr>
<tr>
<td>Assorted cake platter (5 portions)</td>
<td>£5.50 (£6.60 inc VAT)</td>
</tr>
<tr>
<td>Carrot Cake / Chocolate Cake / Apple &amp; Cinnamon Cake</td>
<td></td>
</tr>
<tr>
<td>Cherry &amp; Almond Cake / Lemon Drizzle Cake</td>
<td></td>
</tr>
</tbody>
</table>
Cold Fork Buffets

Cold fork buffet - Minimum order 10 portions. Served on reusable platters.

**Classic buffet**
- Marmalade glazed gammon ham and wholegrain mustard
- Poached salmon with lemon mayonnaise
- Vine tomato, basil and goat’s cheese tart (v)
- Fresh green mixed leaf salad (v)
- Apple & sultana coleslaw (v)
- Mediterranean cous cous salad (v)
- Baked vanilla cheesecake with berry compote & crème fraiche (v)
- Fresh fruit platter
- Bread rolls with butter

**Deluxe buffet**
- Black pepper roasted beef with horseradish sauce
- Smoked salmon, chive and cream cheese tart
- Roasted pepper and mozzarella terrine (v)
- Fresh green mixed leaf salad (v)
- Tomato, red onion and mint salad (v)
- New potato, and spring onion salad (v)
- Chocolate & raspberry tart with crème fraiche (v)
- Fresh fruit platter
- Bread rolls with butter

**£17.45 (£20.94 inc. VAT) Per portion**

**£19.30 (£23.16 inc. VAT) Per portion**
Canapés

Canapé selection - Including service – Minimum order 10 portions.

Served on reusable platters.

4 items from the list below £5.00 (£6.00 inc. VAT) Per portion

Add an additional item £1.35 (£1.62 inc. VAT) Per portion

Hummus filo tart topped with black olive (v) (vegan)
Baby Mozzarella & cherry tomato skewer (v) (GF)
Baked polenta with roasted sweet pepper & goats cheese (v)
Oriental vegetable spring roll (v)
Naan with chicken tikka mousse, mango & coriander
Honey roast ham on a Dijon croute
Roast beef & horseradish cream crostini
Melon wrapped in parma ham (GF)
Smoked salmon blinis
Prawn cocktail tart
Smoked mackerel pate & beetroot crostini
Citrus salmon kebabs (GF)
Mini eclairs
Fresh fruit kebabs (vegan) (GF)
Sweet petit fours
Sweet Treats

Afternoon tea

£8.75 (£10.05 inc. VAT)

Served on reusable platters.

- Choice of teas & coffees (served on china)
- Selection of finger sandwiches
- Mini cakes - English scones with cream and jam, lemon tart, Victoria sponge and chocolate éclair (1 of each per portion)
## Bulk Orders

<table>
<thead>
<tr>
<th>Item</th>
<th>Quantity</th>
<th>Price (£)</th>
<th>Price (inc. VAT) (£)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 litre Orange / Apple / Cranberry Juice</td>
<td>1x12</td>
<td>£13.25</td>
<td>£15.90</td>
</tr>
<tr>
<td>2 litre bottled water – still and sparkling</td>
<td>1x8</td>
<td>£10.00</td>
<td>£12.00</td>
</tr>
<tr>
<td>500ml bottled water – still and sparkling</td>
<td>1x24</td>
<td>£15.00</td>
<td>£18.00</td>
</tr>
<tr>
<td>1.5 litre Pepsi / Diet Pepsi / 7Up</td>
<td>1x12</td>
<td>£25.00</td>
<td>£30.00</td>
</tr>
<tr>
<td>Lager bottles – Peroni / Estrella / Corona</td>
<td>1x24</td>
<td>£42.80</td>
<td>£51.36</td>
</tr>
<tr>
<td>House Wine 750ml Bottle – Red or white</td>
<td>1x6</td>
<td>£45.00</td>
<td>£54.00</td>
</tr>
<tr>
<td>Cardboard hot drink cups</td>
<td>1x500</td>
<td>£50.00</td>
<td>£60.00</td>
</tr>
<tr>
<td>Plastic cold drink glass</td>
<td>1x1000</td>
<td>£30.00</td>
<td>£36.00</td>
</tr>
<tr>
<td>Paper plates</td>
<td>1x1000</td>
<td>£30.00</td>
<td>£36.00</td>
</tr>
</tbody>
</table>
Booking information

Standard delivery times for delivered catering are between 8.00am - 5.00pm, Monday to Friday.

There is a minimum delivery charge of £15.00 and therefore any bookings below this value will be brought up to this minimum charge.

An additional charge may apply to deliveries that are made outside of the University estate.

We must receive all bookings and final numbers at least 2 full working days before the start date of your event.

We require 5 working days notice for large bookings (50+)

All bookings need to be confirmed with an internal charge and account code, or a purchase order number or a signed booking contract.

Cancelling a booking

In the event of a full or partial cancellation within 24 working hours of the delivery, the full catering charge will be incurred. Large orders and some menu items will incur a charge if cancelled within 5 working days, please check with the bookings team at the time of booking.

Waitress service

Waiter/Waitress service is available for all bookings (minimum of 2 hours). We strongly recommend the use of this service for large bookings (50+). Please discuss this with the bookings team as an additional charge will apply.

Out of hours/weekend bookings

For out-of-hours or weekend hospitality services and deliveries we must receive bookings at least 10 working days in advance. Additional delivery charges will apply.

Online Ordering

All internal catering bookings should be made using our online booking system. The only exceptions are weekend/out-of-hours deliveries, orders for 50+ people, Blandford’s restaurant, vouchers and orders that include the canapé selection.

Bulk orders

These items are supplied as a drop and go service. No glasses/disposables will be supplied with them.
find out more ...

Park House
The University of Reading
Reading
RG6 6AH
Tel: 0118 378 8427
Email: eat.bookings@reading.ac.uk
www.reading.ac.uk/catering