

UNIVERSITY OF  
WESTMINSTER 

University of Westminster  
Hospitality Brochure  
2017



# University of Westminster Hospitality Brochure 2017

*We are delighted to present our menu to complement your event at the University of Westminster.*

This brochure has been designed to meet the needs of the majority of everyday meetings and events. You will see in some areas that there is a 'basic' offer as well as a 'premium' offer. This is designed to allow you to pick and mix your catering according to your budget, and cover as many options as possible. Why not visit the online catering pages to get an idea of some sample menus? We are happy to cater for a range of specific occasions, tastes and budgets - if you need something custom made or personalised please contact your sales contact.

Please note these prices are before VAT

## *Special Dietary Requirements*

We are able to cater for all specific needs and dietary requirements such as vegetarian, vegan, gluten free or halal- please specify when placing your order. If you're not sure contact us and we will be happy to advise of menu suitability. We can also cater for Kosher requirements using a specialist Kosher supplier. All of our food is freshly prepared on site in kitchens which handle nuts and we are therefore unable to cater for extreme nut allergies.

Please refer to page 34 - 35 at the end of this brochure for further booking information, including how to place your order, minimum order periods, cancellation policy and equipment terms and conditions.



## All-day Hospitality



## Hospitality Packages

Let us take the stress out of arranging your day by booking one of our all day catering packages. Ranging from basic to premium to cover all budget options, simply pick your package and tell us the times and locations where you'd like to be served- we'll do the rest!  
Available for a minimum of 10 delegates

Bronze (Half Day Package) £16.00 per person

Welcome or mid-morning serving of Fairtrade tea and coffee plus chilled filtered water

One and a half rounds of sandwiches per person served with crisps and a piece of whole fruit (apples, bananas & easy-peel oranges), accompanied by chilled filtered water

Afternoon serving of Fairtrade tea and coffee plus chilled filtered water

Silver £23.00 per person

Welcome serving of Fairtrade tea, coffee and biscuits plus chilled filtered water

Mid-morning beverage refreshment

A variety of sandwiches and mini wraps served with flavoured crisps and an exotic fruit platter, chilled filtered water and fruit juice

Afternoon serving of Fairtrade tea, coffee and biscuits plus chilled filtered water

Gold £27.00 per person

Welcome serving of Fairtrade tea and coffee plus chilled filtered water and freshly baked Danish pastries

Mid-morning beverage refreshments served with biscuits

A variety of sandwiches and mini wraps served with flavoured crisps and an exotic fruit platter, chilled filtered water and fruit juice and Fairtrade tea and coffee

Afternoon serving of Fairtrade tea and coffee plus chilled filtered water and tray bakes



## Traditional Sandwich Lunch

### Traditional Sandwich Lunch

£9.00 per person

*Sandwiches are served on fresh malted, oatmeal, soft grain and white bread. They will be served on platters of fish, meat and vegetarian fillings - please let us know if you have a specific request. Sandwiches are accompanied by hand-cut, lightly salted crisps and a seasonal fruit bowl. Chilled still and sparkling mineral water will accompany your meal.*

Chicken and bacon with salad

Prawn, lemon mayo and rocket

Beef pastrami, cheese and mustard

Brie and cranberry (V)

Smoked salmon and cream cheese

Hummus and roasted vegetable (V)

Halal piri piri chicken

Gluten-free lemon chicken wrap (Dietary requirements, upon request)

Gluten-free falafel and hummus sandwich (Vegan)

Hungry? Why not add your choice of three of the following to any of our packages for an additional £4.20 per person. Please note these items are available as additions to all day hospitality packages only, they cannot be ordered individually

Additional extras - choose any 3

£4.80 per person

Falafel Bites (V) (2 per portion)

Spicy Chicken Wings (2 per portion)

Mini Vegetarian Quiche (V) (2 per portion)

King Prawn in Filo Pastry (2 per portion)

Chicken Yakitori Skewers (2 per portion)

Seasoned Potato Wedges (V)

Cheese and Tomato Pizza Squares (2 per portion)

Fish Goujons with Sauce Tartare (2 per portion)

All served with tomato ketchup, mayonnaise and sweet chilli sauce



## Hot and Cold Drinks

## Hot and Cold Drinks

*Our tea and coffee is Fairtrade and allows for two cups per person. An equal split of tea and coffee will be served unless otherwise requested.*

*Prices shown are per person unless otherwise stated; we regret that one serving of tea and coffee cannot be split across two service times*

Tea and coffee	£1.70
Tea, coffee and biscuit selection <i>Two biscuits per person</i>	£2.30
Fairtrade cookies <i>Two per serving, don't forget to order your tea &amp; coffee too!</i>	£1.60
Freshly baked cookies <i>Price per cookie</i>	£0.90
Fruit Juice Selection	£3.50
Orange, Apple and Cranberry <i>Served per litre jug approx. five servings</i>	
Vivreau still water <i>One litre bottle, approx. five servings</i>	£1.80
Vivreau sparkling water <i>One litre bottle, approx. five servings</i>	£1.80
Soft Drinks (500ml PET bottle) Please choose your selection from Coke, Diet Coke, Fanta Orange, Fanta Lemon and Sprite. Where no choice is made a variety will be provided.	£1.50



## Sweet Treats

### Sweet Treats

Tray bakes £19.95

Slices of caramel shortbread, chocolate brownie and buttery flapjack cut into bite size pieces to share. 18 pieces in total- perfect for 9-18 people!

2 portions of the sweet treats below:

Scones with clotted cream and strawberry jam £5.00

Home-baked cookies £3.00

Chocolate brownies £3.30

Flapjacks £3.30

Home-baked cake selection £3.30

# Breakfast

## Breakfast

*The best way to start your day! We have a range of choices to suit every meeting or event. Don't forget to order your tea, coffee and juices too! (See page 9)*

A selection of pastries £2.20

*A variety of cocktail sized pastries - perfect for lunch or mid-morning.  
Two pastries per person.*

Mini muffins £2.20

*(Chocolate and blueberry mini muffins- the perfect accompaniment  
to a hot drink at any time of the day. Two muffins per person.)*

Continental breakfast £6.25

*A selection of mini butter croissants, pain au chocolate and  
mixed Danish, fresh fruit salad and natural yogurt.  
Inclusive of teas, coffees and orange juice.*

Petit Pain breakfast baguette £1.80

*Served with tomato ketchup and brown sauce.*

***Please choose your filling:***

Smoked bacon

Cumberland sausage

Fried egg

Portobello mushroom and tomato

***Add to your breakfast:***

Hash Browns (2 per portion) £1.50

Yoghurt pots with granola £2.60



## Accompaniments

## Accompaniments

*Enhance your platter with a choice of crisps or whole pieces of fruit. Please note these items are available as additions to platters only, they cannot be ordered individually.*

A selection of different flavoured crisps 150g £3.50  
Serves 4-7 depending on appetite

Whole Fruit Bowl - per person £1.10

*A variety of seasonal whole fruits will be provided.  
Price is per person. Minimum order of 6 guests.*

Fruit Platter – sliced fruits per person £2.20

*A variety of sliced seasonal and exotic fruits will be provided.  
Price is per person. Minimum order of 6 guests.*



## Hot and Cold Deli Menus

## Hot and Cold Deli Menus - Freshly made in-house

*The alternative option to a sandwich lunch! Upgrade your sandwich lunch with Deli Menu One or choose a hot buffet with Deli Menu Two. Pick and mix your favourites as you like....*

### Deli Menu One

Choose your mains:

Smoked Salmon and Cream Cheese Bagel  
Chicken Caesar Wrap  
Petite Pain Roast Beef and Mustard  
Tuna Profiterole  
Bruschetta with Parma Ham  
Mediterranean Meatballs in a Focaccia Bread  
Duck Hoisin Wraps

### Deli Menu Two

Choose your mains:

Lemon and Coriander Chicken  
Grilled Salmon  
Aranchini – Risotto Balls  
Chicken Schnitzel in Bread Crumbs  
Mushroom, Pepper and Courgette Frittata  
Spanish Tortilla with Chorizo  
Pizza Meat and Vegetarian

For Deli Menu one and two....

Choose your salads:

Nicoise Salad  
Seasonal Leave Salad  
Waldorf Salad  
Pasta Salad with Sun Blushed Tomatoes  
Greek Salad  
Cous Cous Salad with Roasted Vegetables  
Thai Salad  
Potato Salad

Choose your desserts:

Fruit Crumble with Custard  
Chocolate Sponge  
Raspberry Cheese Cake  
Lemon Drizzle  
Tiramisu  
Fruit Tartlet  
Mini Muffins  
Vanilla Cheesecake

At £18.00 2 mains, 2 salads, 2 dessert

At £22.00 4mains, 2 salads, 2 dessert

*Need inspiration? Please see our Head Chef's suggestions on the following page...*



## Hot and Cold Deli

## Hot and Cold Deli

### *Our Head Chef recommends...*

#### Italian Buffet

##### Mains

Bruschetta with Parma ham  
Mediterranean meatballs in a focaccia bread  
Aranchini – risotto balls (v)  
Pizza meat & vegetarian (v)

##### Salads

Pasta salad with sun blushed tomatoes (v)  
Seasonal leave salad (v)

##### Dessert

Tiramisu  
Fruit tartlet

#### Asian Infusion Buffet

##### Mains

Duck hoisin wraps  
Lemon and coriander chicken  
Grilled salmon  
Tuna profiterole

##### Salads

Cous cous salad with roasted vegetables (v)  
Thai salad

##### Dessert

Lemon drizzle  
Chocolate sponge

Both buffets at \$22.00 per person



## Snacks and Nibbles

### Snacks and Nibbles

<b>Skewer Platter</b>	£29.95
An enticing selection of easy to eat, bite-size skewers. 6 pieces each of the following: Chicken Yakitori, Lamb Kofta, Vegetable Kebab (V) and Chicken Satay. Served with mint raita and sweet chilli dipping sauce.	
<b>Mezze Platter (V)</b>	£18.95
A tempting selection including mixed olives & feta, Mediterranean roasted vegetables, vegetable samosas and mixed leaf salad. Served with ciabatta slices and hummus.	
<b>Charcuterie - Continental Meat Platter</b>	£21.00
Sliced Continental meats including salami, Parma ham, honey roasted ham and spicy chorizo. Served with crispy ciabatta, mixed olives, pickles, chutney and balsamic dressing.	
<b>Traditional Cheese Platter (V)</b>	£19.95
A selection of three classic cheeses: Cheddar, Stilton & Brie served with crackers, celery, grapes and roasted tomato chutney. Perfect on its own or as the finishing touch to a meal.	
<b>Crudit� Platter (V)</b>	£12.95
A selection of raw vegetables simply prepared, served with hummus for dipping.	
<b>Nibbles, Nuts &amp; More...per person</b>	£3.00
Please choose 3 of the following: Flavoured crisps, a selection of nuts, mixed olives, rice crackers, wasabi peas	

# Afternoon Tea

## Afternoon Tea

Traditional Afternoon tea

£18.00

Finger sandwiches with classic fillings:

Cream cheese and cucumber

Roast beef with horseradish

Smoked salmon with dill and cream cheese

Ploughman's and cheese

Plus a choice of 2 home-baked cakes and open-scones with clotted cream and strawberry jam

Inclusive of coffees and a selection of teas

*And for the special occasion...*

One glass of sparkling wine

£4.60

Celebration cake

9 inch, approximately 16 slices with customised writing

£26.50

# Canapés

## Canapés

5 canapés per person

£13.95

*Whether you want to offer your guests appetisers before their meal or provide an impressive accompaniment to your drinks reception, our canapé menu will not disappoint. Choose five canapés for your guests from our menu below with a minimum order of 25 guests.*

We respectfully draw your attention to our cancellation policy regarding canapés – please see page 35 for details. Please note, hot canapés (H) are not available at Little Titchfield Street, 101 Cavendish House or 120 New Cavendish Street.

### Meat

Bacon Mousseline Tartlet, Sliced Celery and Paprika  
Pastrami, Mustard, Gherkin on Ciabatta  
Chorizo and Red Pepper Mousseline on Feuilleté  
Duck Parfait, Rhubarb Compote, Flat Bread  
Spicy Naan with Smoked Chicken Mousse, Coriander and Mango  
Yorkshire Pudding with Beef and Horseradish (H)  
Chorizo and Mashed Potato in Tortilla Cup (H)  
Duck Pancake with Spring Onion (H)

### Fish

Open Prawn with Tomato Mousseline on White Bread  
Blinis with Mascarpone and Avruga Caviar  
Tuna Mousseline with Celery & Peppers on White Bread  
Smoked Salmon on Madeleine  
Cut Smoked Salmon Mousse, Square Rye Bread, Saffron Butter, Long Chive  
King Prawn with Fish Mayonnaise in Tortilla Cup  
Smoked Salmon Tartar with Mascarpone On Blinis  
King Prawn Butterfly & Sweet Chilli Dip (H)

### Vegetarian

Grape with Cream Cheese and Pistachio Nut  
Stilton Mousse with Pecan Nut Fig Puree on Blinis  
Half Quail Egg, Spicy Mayo, Leek on Ficelle  
Avocado Mousse with Parmesan Black Olive on Mediterranean Bread  
Cut Mild Goats Cheese, Fig Chutney, Grape on Feuilleté  
Mozzarella Base and Stick with Tomato Tapenade, Shallot Salsa, Black Olive  
Vegetable Frittata Sundried Tomato (H)  
Jacket Potato with Gruyere And Sea Salt (H)



## Dessert Canapés

## Dessert Canapés

4 canapés per person

£10.95

*For something a little different why not try our dessert canapé selection? Delicious mini versions of your full size favourites, handmade and created just for you!*

Please choose four per person from the selection below with a minimum order of 25 guests.

Rich Chocolate Brownie with Fresh Raspberries and Cream

Coconut Quenelle

Sable, Passion Fruit Mousse, Candied Lime Zest

Mini Fresh Fruit Tartlet with Vanilla Cream

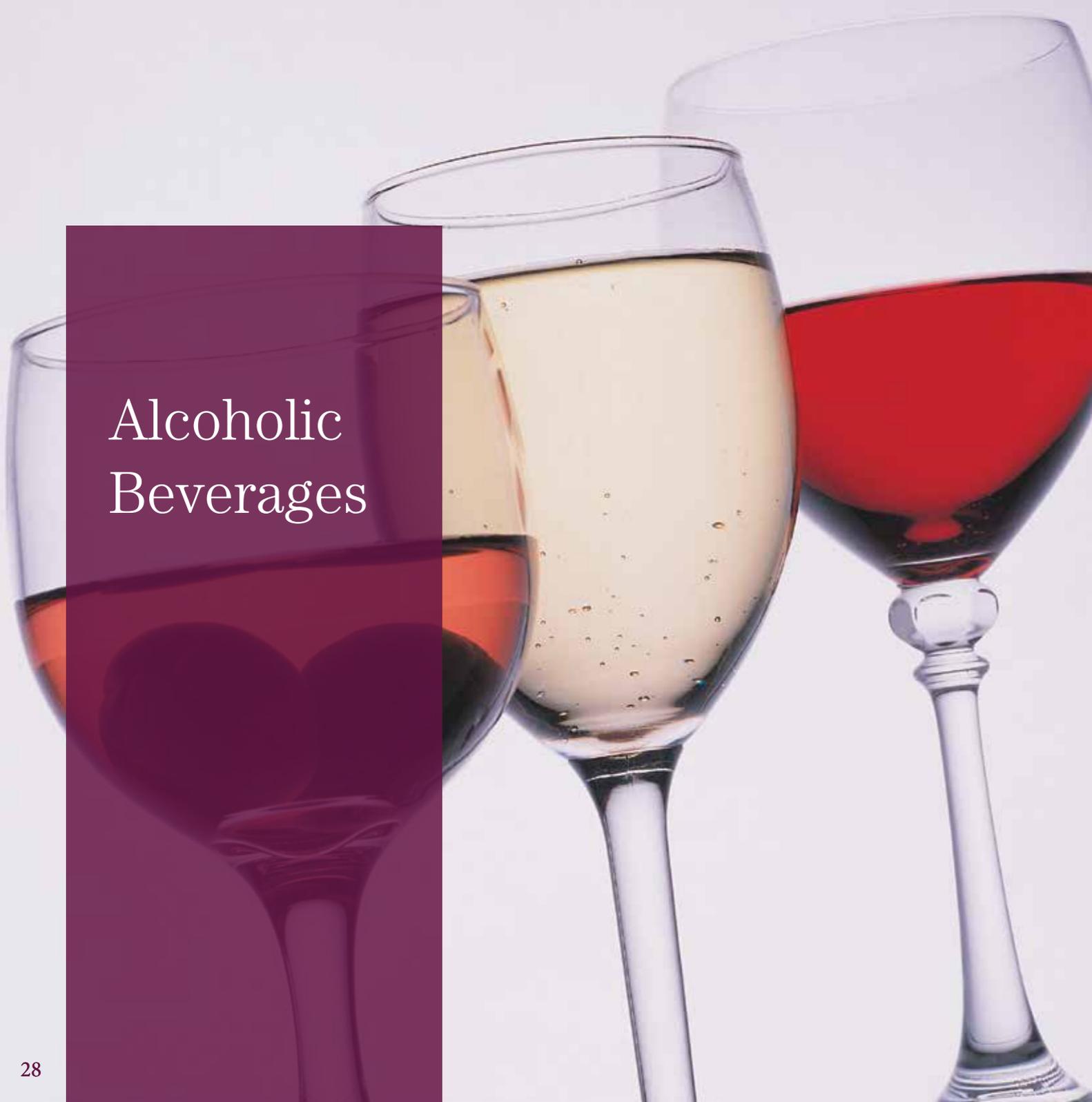
Banoffee Pie

Lemon and Almond Scone Topped with a Lemon Mousse and Kiwi

Rhubarb Cream Brulee and Pistachio Dessert Tart

Lemon Tart

Mini Opera Gateau

A photograph of three wine glasses filled with different types of wine. The foreground glass is filled with red wine. The middle glass is filled with white wine. The background glass is filled with sparkling wine. A dark purple semi-transparent rectangle is overlaid on the left side of the image, containing the text 'Alcoholic Beverages'.

## Alcoholic Beverages

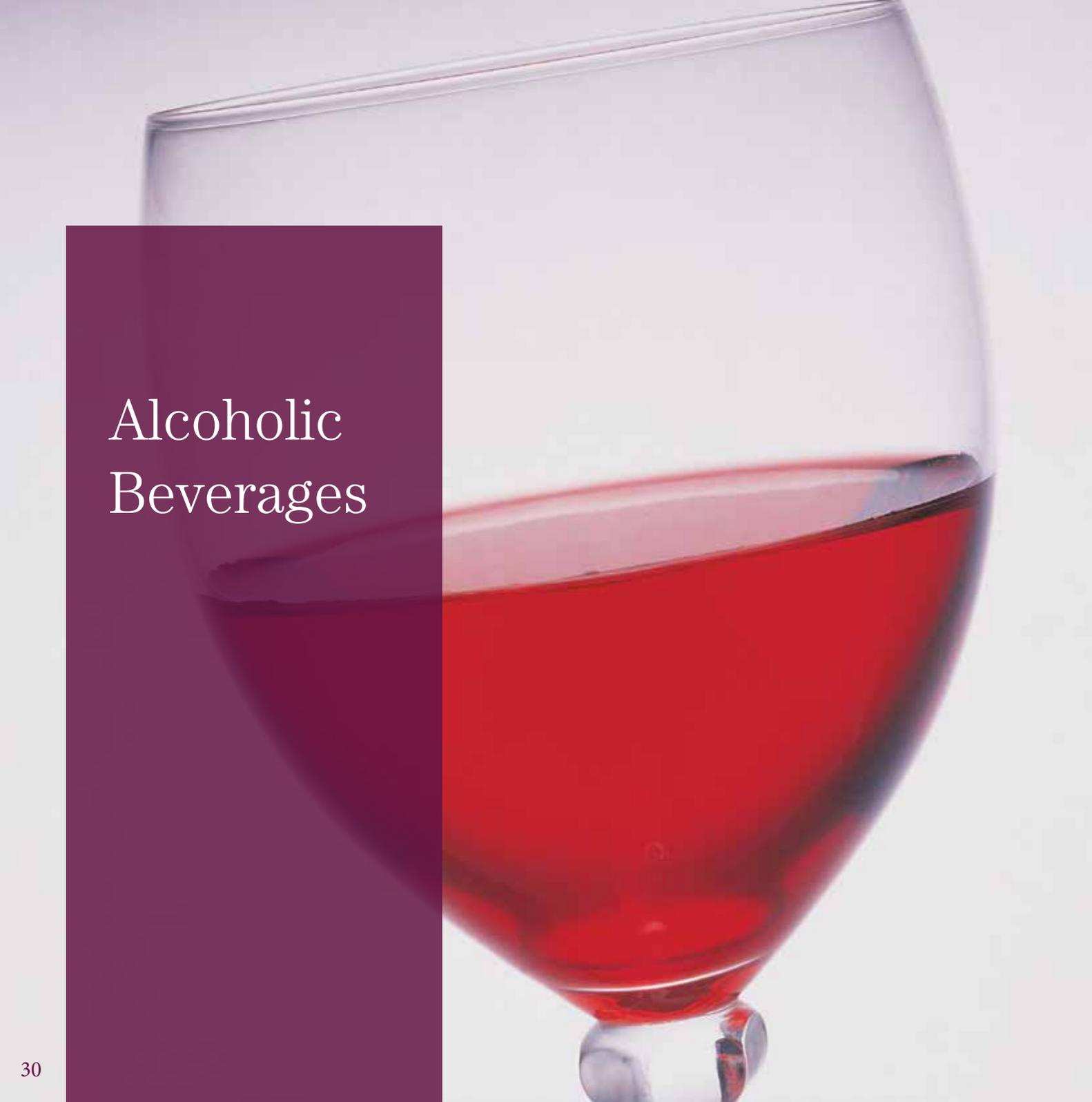
## Alcoholic Beverages

We can provide the following house wine & beer to accompany your event on a sale or return basis.

Becks 275ml bottle	£4.00 per bottle
Peroni 330ml bottle	£4.30 per bottle
Stella Artois 330ml bottle	£4.30 per bottle
London Pride 330ml bottle	£4.30 per bottle
Bulmers Original Cider 568ml bottle	£5.20 per bottle

## White Wine

House Wine, Il Banchetto Bianco, Italy <i>Light and fresh with aromatic apple and peach notes on the nose and a dry, fresh palate that has an easy-drinking style and plenty of pear, citrus and apple fruit.</i>	£15.00 per bottle
Nyala Sauvignon Blanc, South Africa <i>This fresh Sauvignon Blanc is full of tropical fruit flavours with aromas of white peach and nectarine leading to a clean citrus finish on the palate.</i>	£16.50 per bottle
The Old Press Chardonnay, Australia <i>Juicy, sun packed white with peach and tropical flavours</i>	£19.50 per bottle
Mas Puech Picpoul de Pinet Coteaux du Languedoc, Languedoc-Roussillon <i>A very easy-drinking dry white, with apple and pear flavours</i>	£26.00 per bottle
Satellite Sauvignon Blanc Marlborough, New Zealand, <i>Classic Marlborough Sauvignon with gooseberry and passionfruit notes</i>	£28.50 per bottle



## Alcoholic Beverages

### Red Wine

- House Wine, Il Banchetto Rosso, Italy £15.00 per bottle  
*Produced in the Emilia-Romagna, this is a fresh, dry red with some classic Sangiovese character; crisp cherry and raspberry fruit with ripe tannins and a wave of refreshing acidity on the finish*
- Nyala Cabernet Sauvignon, South Africa £16.50 per bottle  
*This smooth Cabernet Sauvignon is full of blackberry and blackcurrant flavours with a touch of sweet spice on the nose and a soft, yet full, palate of juicy plums.*
- San Abello Merlot, Chile £19.50 per bottle  
*Ultra smooth, juicy Merlot with jammy plum, blackberry and damson fruit served up with lashings of mocha coffee and chocolate.*
- Tilia Malbec, Argentina £27.00 per bottle  
*Classic Malbec; blackberry and dark chocolate, with hint of pepper and spice.*
- Dinastia Vivanco Rioja Crianza, Spain £29.50 per bottle  
*Aromas of violets, bright red fruit, vanilla and spice.  
There is a pleasant light toasty note which lingers on the finish.*

### Rosé Wine

- Nyala Cabernet Sauvignon, Languedoc-Roussillon £19.00 per bottle  
*Fresh and aromatic nose of raspberries and spices. This wine is lively and rich on the palate.*
- Petit Papillon Rose, Languedoc-Roussillon £19.00 per bottle  
*Fresh and aromatic nose of raspberries and spices. This wine is lively and rich on the palate.*
- Nibbles, Nuts & More...per person £3.00  
Please choose 3 of the following:  
Flavoured crisps, a selection of nuts, mixed olives, rice crackers, wasabi peas

# Alcoholic Beverages

## Sparkling Wine

Marquis de la Tour Brut NV, France £23.00 per bottle  
*A wine full of freshness, smoothness, finesse and fruits with fine and delicate bubbles*

## Cocktails

Elderflower alcohol-free cocktail £3.00 per glass (250ml)  
*Elderflower cordial, apple juice, sparkling water, lime and mint* £15.00 per jug

Gin & Elderflower cocktail £6.00 per glass (250ml)  
*Gin, elderflower, apple juice, sparkling water, lime and mint* £30.00 per jug

Pimms Cocktail £5.50 per glass (250ml)  
*Pimms, lemonade, strawberries, cucumber, lemon, lime and mint* £27.50 per jug

Classis Gin & Tonic £5.00 per glass (250ml)  
*Gin, tonic water and lime* £27.50 per jug

*Service: We can of course serve your drinks. Please note that an additional charge of £14.00 per waiter/waitress per hour will be charged. A minimum of 4 hours per staff applies.*

Nibbles, Nuts & More...per person £3.00

Please choose 3 of the following:

Flavoured crisps, a selection of nuts, mixed olives, rice crackers, wasabi peas

We can provide linen table cloths on request at the following price:

£12.00 per table cloth (ordered 7 days or more prior to the event)

£30.00 per table cloth (ordered 6 days or less prior to the event)

# Booking Information, Terms & Conditions

## Minimum Orders

- All prices are per person or per platter unless otherwise stated
- Week-day beverage orders are for a minimum of 6 guests and food orders are for a minimum of 10 guests or one platter unless otherwise stated. If you require catering for a more intimate function please contact us to discuss your options and we will be pleased to create a bespoke menu for you.
- To ensure that we are able to meet your expectations to a consistently high standard, the following order periods apply:
- Food Orders: We require food orders 7 working days in advance of your event.
- Beverage Orders: We require beverage orders 3 working days in advance of your event
- Late Orders: We will endeavour to meet orders placed after this time period however this cannot be guaranteed. Please contact us if you wish to place an order after this time period has passed. A late order fee may be applicable in this situation
- Sale or Return: Minimum orders apply.

## Cancellation Policy

- In the unfortunate event that you need to cancel your booking, no charge will be incurred for catering if we are notified at least 3 working days before the date of the food booking and 1 working day prior to beverage bookings. Cancellation after this time will incur a cancellation charge of 50% of the total order price and cancellation on the day of the event will incur a 100% charge of the total order price. Please note, cancellation of a canapé order, savoury and sweet, requires 4 days' notice. Cancellation within 72 hours will incur a cancellation charge of 50% of the order and within 48 hours the full charge will be payable.

## Equipment and Service Information

- Linen is not included with your order. If you would like linen such as tablecloths or napkins please contact the relevant catering manager at the site for which catering is required who will be pleased to provide a quotation for you. Disposable napkins will be used if no linen is ordered and slip cloths will be provided if necessary.
- In an attempt to reduce our glass use, all water for hospitality is supplied in re-usable bottles. A charge of £5.00 per bottle 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 cost associated.

## Staff

- Staff costs are inclusive with all orders to set up the catering, periodically check the function and clear down at the end of the function. If you would like a member of staff to stay with you throughout your event this will be charged at £14.00 per hour per staff member required. A minimum of 4 hours per staff applies.