



CONTRACT
CATERING
SERVICES

healthy, honest, good food



Hospitality brochure

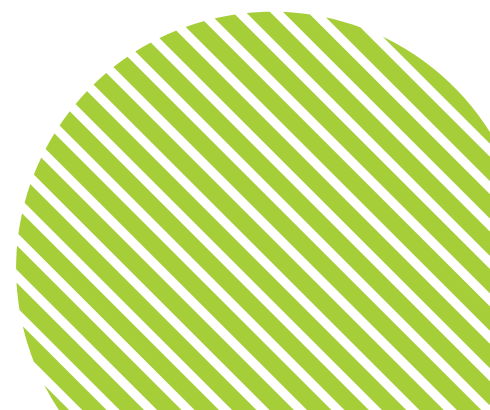
Toby.LaneFunctions@
towerhamlets.gov.uk
Tel 0207 364 5177

Hospitality & Event Catering

Welcome to Contract Catering Services Hospitality brochure. This brochure has been put together to help assist those who are hosting a Meeting, Working Lunch or Function in Tower Hamlets where we service various distribution points throughout the council.

The menus shown in this brochure are our standard menu offers, however should you have any special dietary or religious requirements we would be happy to discuss these with you. We offer a selection of competitively priced hot and cold buffets for 10 persons upwards.

As proud holders of the Silver Food for Life Served Here award, we carefully select locally sourced and seasonal ingredients for our hospitality menu selection. We believe in providing healthy, honest good food that is visually appealing and tastes great.



Event details

Booking Made by	
Contact Details	
Name of Event	
Date of Catering Required	
Address (Please include Room Number)	
Number of Guests	
Time Refreshments required	
Time Lunch Required	
Telephone number	
Email address	
Cost code to recharge (Internal clients only)	
Invoice Address (External clients only)	

Please note:

- 72 Hours' notice is needed for Food orders (excluding weekends)
- 48 Hours cancellation policy
- All orders will be subject to a 10% Administration Fee.
- All external orders will be subject to VAT.
- **£40 minimum order is required.**

Tea and Coffee can only be provided if part of an all-day function or if the order is over £100
Please email all completed order forms to **Toby.LaneFunctions@towerhamlets.gov.uk**

If you are catering for anyone with allergens, or you have any additional requirements, please feel free to contact our catering lead who will be happy to help.
Simply call **020 7364 5177** and ask to speak to Gemma Mayho who can help you.

IMPORTANT INFORMATION: Every effort is made to minimise the risk of cross-contamination. However, it should be noted that our food is prepared in a kitchen where nut, gluten and other known allergens may be present and therefore the risk of cross-contamination remains a risk.

Drinks and Snacks

Disposable plates, cutlery, cups and serviettes will be provided.

Item	Price	Serving 1		Serving 2		Serving 3	
		Time	Quantity	Time	Quantity	Time	Quantity
Tea – per disposable cup	£0.85						
Coffee – per disposable cup	£0.85						
Water – 1 litre	£1.00						
Apple Fruit Juice – 1 litre	£2.50						
Cranberry Fruit Juice – 1 litre	£2.50						
Orange Fruit Juice – 1 litre	£2.50						
Meredith and Drew Biscuit	£0.60						
Croissant with Butter and Preserve	£1.20						
Large Danish Pastry	£1.00						
Mini Danish Pastry	£0.75						
Pain au Chocolat	£1.00						

Cake and Fruit Platters

Disposable plates, cutlery and serviettes will be provided.

Item	Price	Serving	
		Time	Quantity
Fruit Platter (serves 10)	£15		
Chocolate Cake – per cake (serves 14)	£20		
Carrot Cake – per cake (serves 14)	£25		
Angel Sparkle Cake – per cake (serves 14)	£20		
Vegan Red Velvet Cake – (per slice) individually wrapped	£1.70		

If you require any allergy or special menu requirements, please detail in the box below.

Lunch

Sandwich Platter Buffet, £6.50 per person

We require a minimum order of 10 people.

Catering can be arranged between 12pm – 1pm and will be delivered to you. Disposable plates, serviettes, cutlery and cups will be provided.

Our sandwich platter buffet consists of one sandwich/wrap per person and is accompanied with:

- Water
- Fruit Juice
- Fruit Platter

Sandwiches are made using a mix of white and wholemeal Bread and only use vegan mayonnaise or spread.

Sandwiches and wraps can be purchased on their own at a price of £3.50 per round.

Please cross the box if your selection is for sandwiches or wraps only.

Item - Please select a maximum of 5 choices	Sandwich or wrap	Quantity
Cheddar Cheese and Pickle		
Chicken Salad (halal)		
Chicken Tikka (halal)		
Sweet Chilli Chicken (halal)		
Free Range Egg Mayonnaise		
Ham and Cheese		
Roast Beef & Mustard		
Hummus & Roast Vegetables (Vegan)		
Salmon & Cucumber		
Tuna Mayonnaise and Sweetcorn		

Serving time	
How many people are you catering for	

If you require any allergy or special menu requirements, please detail in the box below.

Lunch

Hot Lunch, £7.50 per person (we require a minimum order of 10 people)

Hot Lunch is ONLY available for events held at Toby Lane Council Offices - Our hot lunch menu is available daily with two choices to choose from. Please contact Gemma Mayho on 020 7364 5177 to discuss the available choices.

The hot menu is £7.50 per person and will include the hot meal, fresh fruit platter for dessert, water and fruit juices.

Hot lunch will be served between 12pm – 1pm

Fork Buffet, £8.50 per person (we require a minimum order of 10 people)

Our Fork Buffet is made up of 4 items from the below options and is accompanied with:

- Mixed Salad
- Coleslaw
- Bread Rolls
- Water
- Fruit Juice
- Fruit Platter

All our fork items listed below are oven baked

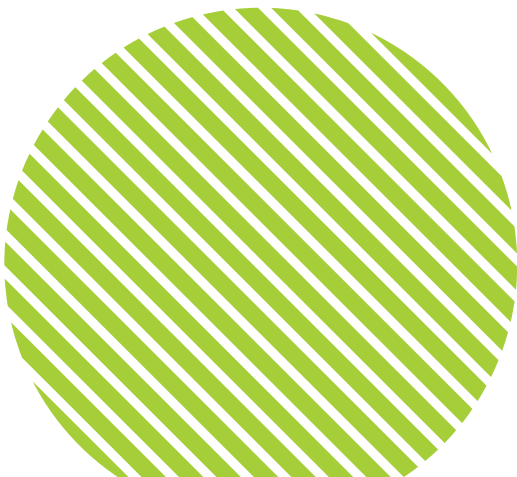
Crispy Hot Wings (halal)	<input type="checkbox"/>
Hot & Spicy Chicken Wings (halal)	<input type="checkbox"/>
Beef Kofte with Tzatziki Dip (halal)	<input type="checkbox"/>
Onion Bhaji (vegetarian)	<input type="checkbox"/>
Hummus with Vegetable Crudities (vegan)	<input type="checkbox"/>
Panko Prawns	<input type="checkbox"/>
Tuna Pasta Salad	<input type="checkbox"/>
Quiche (vegetarian)	<input type="checkbox"/>
Mini Vegetable Spring Rolls (vegetarian)	<input type="checkbox"/>

Serving time	<input type="text"/>
How many people are you catering for	<input type="text"/>

If you require any allergy or special menu requirements, please detail in the box below.

Catering charges

Drinks and snacks	
Fruit and cake platters	
Sandwich and wrap buffet	
Fork buffet	
10% Administration Fee	
Total	





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