





SATELLITE SYMPOSIA

CATERING OFFER

Contact details: Claire Foley: Fola Salako: General: Claire.foley@compass-group.co.uk Fola.salako@compass-group.co.uk LeithsExCeL@compass-group.co.uk







LUNCH BAGS

- 1. Choose 1 of the lunch bag options below
- 2. Choose your sandwiches for each session
- 3. Please email your requirements through on the order form

BASIC LUNCH BAG		STANDARD LUNCH BAG		PREMIUM LUNCH BAG
1 X Sandwich		1 X Sandwich		1 X Sandwich
1 piece of fruit		1 piece of fruit		1 x crudity pot or 1 x
1 x bottle still mineral water	1 x Geo cereal bar 1 x bottle still mineral water		vegetarian tortilla slice 1 piece of fruit 1 x chocolate raisin snack 1 x cake bar	
£10.50 per person		£12.50 per person		1 x bottle still mineral water £14.50 per person

All lunch bags will be served inside the rooms (exceptions are made for lecture rooms with insufficient space within the rooms)



+44(0)20 7069 4116 +44(0)20 7069 4821 +44(0)20 7069 4100 Excel London

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SANDWICH SELECTION*

- **Tuna** salad with dolphin friendly tuna in a reduced fat free, range mayonnaise , cucumber on malted bread
- BLT bacon, iceberg and tomato with mayonnaise on malted bread
- Roast Chicken Salad chicken, romaine lettuce, tomato, cucumber, mayonnaise on malted bread
- New York Deli pastrami , Monterey Jack cheese, spinach, tomato, free range mayonnaise in malted wheatgrain bread
- **Cheese Ploughman's** mature cheddar, lettuce, tomato, chutney and red onion mayonnaise on malted bread (v)
- **Eggstacy** free range egg, slow roast tomatoes, watercress, rocket, mayonnaise on malted wheatgrain bread (v)
- Falafel & Houmous lettuce, tomato, cucumber on malted wheatgrain bread (vegan, low saturated fat & dairy free)

CRUDITY OR TORTILLA SELECTION

(For Premium Lunch Bags only)

- Crudités pot with carrot, cucumber, onion, radish (vegetarian & gluten free)
- Slice of vegetarian homemade tortilla (vegetarian & gluten free)



*Maximum of 2 sandwich choice per session.

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BUFFET PACKAGES

DRINKS

- 1. Choose 1 of the drinks packages below
- 2. Please email your requirements through on the order form
- 3. All food and drink buffet packages will be served outside the rooms with clothed tables
- 4. Based on 1 hour



** In accordance with the ESC Congress rulings with regards to the serving of alcohol, this package can only be served at the below times:

Saturday 29th August – after 18:00

Sunday 30th & Monday 31st August – after 20:00

Tuesday 1st September – after 19:45



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BUFFET PACKAGES

FOOD

- 1. Choose 1 of the food packages below
- 2. Please email your requirements through on the order form
- 3. All food and drink buffet packages will be served outside the rooms on trestle tables

STANDARD PACKAGE

4 ITEMS per person

Mini brioche bun filled with roast beef & horseradish

Mini red onion & goats cheese tartlet (v)

Mini charred chicken skewer with lime & pesto

Poached salmon rillette on a lemon croutes

£13.50 per person

PREMIUM PACKAGE

6 ITEMS per person

Mini brioche bun filled with poached salmon & chive cream cheese

Vietnamese vegetable spring rolls (v)

Artichoke & feta frittata (v)

Thai chicken skewer

Cherry tomato & boccacini kebab (v)

Mini tartlet au citron

£16.50 per person

NIBBLES PACKAGE

Selection of

Mini pretzel crackers

Tomato and basil snack bite

Hand cooked crisps

Luxury mixed nut selection

Marinated olives

Wasabi peas

£4.95 per person

ADDITIONAL ITEMS

- Cold items £3.30 per person
- Desserts £3.00 per person
- Staff £85.00 per team member

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Fola Salako:





Information

- Any poseur tables or alternative furniture will need to hired separately if required
- Costs can be given on application

TERMS & CONDITIONS

CHARGES

All charges are quoted in pound sterling (GB) and subject to Value Added Tax at the current rate.

Leith's requires 100% payment, prior to event. The Company reserves the right to cancel the provision of Services to any Event for which deposits have not been paid by deposit invoice due date. A due date will be detailed on your deposit invoice.

The Company reserves the right to make additional charges for Events commencing before or after the operating hours of (7.00am – 11.00pm.)

All prices do not include staff supplements for service or clearing

All items will be served in disposable materials

CONFIRMATION & DEADLINES

The deadline for ordering is 7th August 2015

From the 7th August 2015 until 7 working days (19th August) before the congress, the final customer numbers can only vary by a maximum of +/- 5%

The numbers and final menus invoiced will not be below the number confirmed 7 working days before the congress (19th August)

For the buffet packages and services a minimum of 50 persons needs to be confirmed

Duration of the buffet services are based on 45 minutes - 1 hour

Any additional timing may have extra costs depending on specific requirements

CANCELLATIONS

Any orders wishing to be cancelled must be received in writing or via email Any orders cancelled prior to the 7th August will be cancelled at no charge Any orders cancelled between 7th & 19th August – charge of 50%

Any orders cancelled from 20^{th} August – 100% charge

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Catering Service Order Form - Satellite Symposia							
Contact Name:	Mobile No:						
Company Name:	Telephone No:						
Invoice Address:							
City:	Postcode:						
Email:							
Village No:	Room Name:	Session No:					

Lunch Bags		29 Aug Sat		30 Aug Sun		31 Aug Mon		01 Sept Tues		
		Delivery time	Quantity	Delivery time	Quantity	Delivery time	Quantity	Delivery time	Quantity	
Basic Lunch Bag	£10.95									
Standard Lunch Bag	£12.95									
Premium Lunch Bag	£14.95									
Lun	nch Bag San	dwich Selection - Please specify choices for sandwiches and number					rs			
Tuna										
Roast Chicken										
Cheese Ploughman's										
Falafel & Houmous										
BLT										
New York Deli										
Eggstacy										
Lunch Bag Pot Selection (For Premium Lunch Bags Only) - Please specify choice and numbers										
Crudités Pot										
Vegetarian tortilla slice										
Buffet Packages - Drinks		29 Aug Sat		30 Aug Sun		31 Aug Mon		01 Sept Tues		
		Delivery time	Quantity	Delivery time	Quantity	Delivery time	Quantity	Delivery time	Quantity	
Basic Package	£5.50									
Premium Package	£7.00									
Alcoholic Package	£11.50									
Buffet Packages - F	ood	29 Aug Sat		30 Aug Sun		31 Aug Mon		01 Sept Tues		
		Delivery time	Quantity	Delivery time	Quantity	Delivery time	Quantity	Delivery time	Quantity	
Standard Package (4 items per person)	£13.50									
Premium Package (6 items per person)	£16.50									
Nibbles Package	£4.95									
Plec	Please note that all of the above prices are per person and subject to VAT at the current rate.									

PAYMENT DETAILS:
MasterCard []
Amex []
Switch []
Visa []
(Surcharge 2% for Visa/ Mastercard 4% Amex)

Credit Card Number :
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