

## Finger Buffet and Sandwich Lunches Request

Please complete this form in **triplicate** and return to **UCF Reception**. A signed copy will be returned to you with your event booking confirmation.

For orders received or requested **within 48 – 24 hours** of service a surcharge of **£0.50** per person will be applied. Orders received or requested **within 24 hours** of service a surcharge of **£1.00 per person** will be applied. Please note that orders for food received **within 48 hours** of the proposed service cannot be guaranteed. Although every effort will be made to fulfil such requests, product **substitutions may** be necessary and in **extreme cases, orders may not be fulfilled**.

Name of organisation		Telephone number	
Contact person		Email address	
Head of Dept Signature		Date	
Date Refreshment Required:	Department/Cost Code:	Special Dietary Requirements & Numbers:	

Refreshments available	Set-up: Clear:	Serving Time: Prices do not include VAT	Serving Location:	Quantity	Cost	Number of People: Total Cost
<b>Sandwich Lunch 1</b> ( 1 round of sandwiches, crisps to garnish)					£2.85	
<b>Sandwich Lunch 2</b> (1 ½ round of sandwiches, crisps to garnish)					£3.75	
<b>Finger Buffet 1</b> Round of sandwiches Bowl of Cherry Tomatoes Pepper, Cucumber, Celery, Cheese Cracker with a Garlic & Herb Dip Greek Feta Cheese with Black Olives					£6.00	
<b>Finger Buffet 2</b> Small Salmon and Cream Cheese on French Bread Brie and Grape Skewer Egg Mayonnaise on Rye Bread Cucumber Cups with Tuna Mayonnaise Ham Roll Ups with Gherkins					£6.00	
<b>Plated Salad – Smoked Salmon</b> (served with a mixed leaf salad)					£3.70	
<b>Plated Salad - Cheddar Cheese / Brie</b> (served with mixed leaf salad)					£3.00	
<b>Fresh Fruit Platter –</b> ( minimum order of 6)					£0.90	
<b>Total Amount Due</b>						

To discuss your requirements, please contact Sweet Rendezvous on 01303 243232  
\*Please note that a minimum of 5 people is required for all orders ,all prices exclude vat\*