Welcome

We have put together a suite of menus offering a wide range of options to allow you to customise your catering selection to meet with your specific needs.

Whatever menu that you opt for, we are passionate about delivering fresh and tasty food to enhance your meeting or event and are committed to providing a high level of service across campus.

This menu works well for the everyday meetings and includes our standard drop and go delivery service across Reading sites. You will find a wide selection here from hot and cold drinks, to main meal options such as sandwich platters and salads and also our range of sweet and savoury snacks.

Once you have selected which options are right for you, we can then deliver this directly to you on campus, complete with all of the consumables that you will need to enjoy your meal or refreshments.

What this menu will offer you
This menu selection is delivered in a range of disposable packaging and will be accompanied with disposable cups, plates and cutlery, making it clean and efficient for you to clear away once you are done. This 'no mess, no fuss' approach means that this menu is perfect for informal meetings and provides you with a quick and easy service that allows us to deliver to you with minimal disruption.

If you feel that you would like a more formal offering, or require service with your catering, please see our other menus for more information.

Unfortunately, this menu is not available at the Greenlands campus, if you are interested in catering at Greenlands, please get in touch for further information.

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### Refreshments

Our range of hot and cold drinks and biscuit selections.

<table>
<thead>
<tr>
<th>Item</th>
<th>Price</th>
<th>VAT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fair trade freshly brewed coffee with a selection of teas</td>
<td>£1.30</td>
<td>(£1.56 inc. VAT)</td>
</tr>
<tr>
<td>Hot Chocolate</td>
<td>£1.30</td>
<td>(£1.56 inc. VAT)</td>
</tr>
<tr>
<td>Traditional biscuits</td>
<td>£0.60</td>
<td>(£0.72 inc. VAT)</td>
</tr>
<tr>
<td>Luxury biscuits</td>
<td>£0.85</td>
<td>(£1.02 inc. VAT)</td>
</tr>
<tr>
<td>Gluten Free biscuits</td>
<td>£1.00</td>
<td>(£1.20 inc. VAT)</td>
</tr>
<tr>
<td>Orange / Apple / Cranberry Juice 1 litre</td>
<td>£1.85</td>
<td>(£2.22 inc. VAT)</td>
</tr>
<tr>
<td>Blackcurrant Squash / Orange Squash 1 litre</td>
<td>£1.50</td>
<td>(£1.80 inc. VAT)</td>
</tr>
<tr>
<td>Fairtrade Orange / Apple juice 400ml</td>
<td>£1.85</td>
<td>(£2.22 inc. VAT)</td>
</tr>
<tr>
<td>Bottled water 500ml – still and sparkling</td>
<td>£1.20</td>
<td>(£1.44 inc. VAT)</td>
</tr>
<tr>
<td>Bottled water 1.5 litre – still and sparkling</td>
<td>£1.50</td>
<td>(£1.80 inc. VAT)</td>
</tr>
<tr>
<td>Pepsi Max / 7Up Sugar Free / Tango Sugar Free 600ml</td>
<td>£1.50</td>
<td>(£1.80 inc. VAT)</td>
</tr>
</tbody>
</table>

### Useful Information

- The price includes disposable cups, and packaging. A supplement of £1.00 per person can be added for crockery or glassware.
- We can accommodate many dietary requirements, just let us know in advance of the event.
- All prices quoted per portion unless otherwise stated.
- Minimum spend of £15 per delivery.
Breakfast

Why not start your day by adding some early morning treats from this list (Served between 8:00am to 11am)

- Freshly baked Croissant (V)  
  Served with butter & jam  
  £2.95 (€3.54 inc. VAT)

- Freshly baked Danish pastry (V)  
  £2.95 (€3.54 inc. VAT)

- Strawberry, Yoghurt & Granola pot (V)  
  £2.00 (€2.40 inc. VAT)

- Cherry, Yoghurt & Granola pot (V)  
  £2.00 (€2.40 inc. VAT)

- Plain Yoghurt pot (V)  
  £1.50 (€1.80 inc. VAT)

Useful Information

Items will be delivered in disposable packaging/boxes. The price includes disposable plates, cutlery and napkins.

We can accommodate many dietary requirements, just let us know in advance of the event.

All prices quoted per portion unless otherwise stated.

Minimum spend of £15 per delivery.
Sandwiches

Our selection of sandwich platters offer a wide range of fillings and provide you with a quick and easy lunch for your meeting or event. Available as an individual platter, or in larger platters for 5 or 6 portions. 1 portion contains 4 small sandwich triangles per person.

**Individual sandwich platter**
BLT / Chicken & Stuffing / Ham & Cheese / Prawn Mayonnaise  
£3.50 (£4.20 inc. VAT)

**Individual vegetarian sandwich platter**
Cheddar Ploughman’s / Egg & Watercress / Falafel Houmous & Coriander / Mozzarella Pesto & Tomato  
£3.50 (£4.20 inc. VAT)

**Traditional meat sandwich platter**
(6 portions/platter)
Ham & Mustard / Chicken & Sweetcorn / Silverside Beef & Tomato / Ham / Chicken Mayonnaise / Egg Mayo & Bacon  
£13.00 (£15.60 inc. VAT)

**Silver vegetarian sandwich platter**
(6 portions/platter)
Cheese & Pickle / Egg Mayonnaise & Tomato / Cheese & Onion / Egg Mayonnaise / Cream Cheese & Cucumber / Cheese & Tomato  
£13.00 (£15.60 inc. VAT)

**Classic meat sandwich platter**
(5 portions/platter)
Ham & Cheese / BLT / Chicken & Bacon / Egg & Bacon / Chicken & Stuffing  
£14.00 (£16.80 inc. VAT)

**Gold seafood sandwich platter**
(5 portions/platter)
Prawn Marie Rose / Tuna Mayonnaise & Cucumber / Smoked Salmon with Dill / Smoked Salmon & Soft Cheese / Prawns & Seasoned Mayonnaise  
£14.00 (£16.80 inc. VAT)

**Gold vegetarian sandwich platter**
(5 portions/platter)
Cheddar Ploughman’s / Double Egg & Cress / Falafel, Houmous & Coriander / Two Cheese & Red Onion / Mozzarella & Pesto  
£14.00 (£16.80 inc. VAT)

**Platinum vegetarian sandwich platter**
(5 portions/platter)
Bombay Egg & Mango Chutney / Cheddar & Slow Roast Tomato Salad / Feta, Olive & Slow Roast Tomato Pesto / Harissa Houmous & Falafel / Egg & Watercress  
£16.00 (£19.20 inc. VAT)

**Platinum mixed sandwich platter**
(5 portions/platter)
Ham / Cheese & Ale Chutney / New York Deli / Salmon & Horseradish Soft Cheese / Goats Cheese & Chargrilled Peppers / BBQ Chicken & Bacon  
£16.00 (£19.20 inc. VAT)

**Useful Information**
Items will be delivered in disposable packaging/boxes. The price includes disposable plates and napkins.

We can accommodate many dietary requirements, just let us know in advance of the event.

All prices quoted per item unless otherwise stated.

Minimum spend of £15 per delivery.
Wraps & Rolls

Our mini roll and wrap platters offer something different than the traditional sandwich. Containing 4 portions per platter, wrap platters offer 4 small wrap circles per person and mini rolls allow 3 rolls per person.

Luxury mixed wrap platter
(4 portions/platter)
Hoisin Duck / Chargrilled Chicken Caesar / Greek Salad / Falafel & Feta Salad
£16.00
(£19.20 inc. VAT)

Luxury mixed roll platter
(4 portions/platter)
BBQ Pulled Pork & Egg & Tomato / Chicken & Chorizo / Goats Cheese & Red Onion
£16.00
(£19.20 inc. VAT)

Vegetarian mini roll platter
(4 portions/platter)
Egg & Slow Roast Tomato / Goats Cheese & Chargrilled Vegetables / Cheddar & Sweet Ale Chutney / Falafel with Lemon & Coriander Houmous
£16.00
(£19.20 inc. VAT)

Gluten free wrap platter
(4 portions/platter)
Falafel & Red Pepper Houmous / Harissa Chicken / Lemon Chicken Salad / Egg & Tomato
£17.00
(£20.40 inc. VAT)

Halal sandwich platter
(5 portions/platter)
Chicken Salad / Piri Piri chicken / Chicken & sweetcorn
£17.00
(£20.40 inc. VAT)

Vegan sandwich platter
(5 portions/platter)
Bhaji Bonanza / Falafelicious / Shabby Chic Pea
£17.00
(£20.40 inc. VAT)

Useful Information

Items will be delivered in disposable packaging/boxes. The price includes disposable plates and napkins.

We can accommodate many dietary requirements, just let us know in advance of the event.

All prices quoted per item unless otherwise stated.

Minimum spend of £15 per delivery.
Salads

Why not enjoy a healthier alternative? Perfect for sharing, our range of salads provide a more substantial main when paired with our sandwich platters or can be enjoyed as a healthy, lighter lunch option on their own.

- **Tandoori Chicken and Rice Salad (GF, DF)**
  - (5 portions/bowl)
  - £15.00 (£18.00 inc. VAT)
  - With cherry tomatoes, coriander and rocket

- **Cherry Tomato, Mozzarella & Roasted Chorizo Salad**
  - (5 portions/bowl)
  - £15.00 (£18.00 inc. VAT)
  - Khobez flatbread, fresh basil and extra virgin olive oil

- **Fruity Moroccan Couscous Salad (V, VG, DF)**
  - (5 portions/bowl)
  - £12.50 (£15.00 inc. VAT)
  - Khobez flatbread and sweet red pimentos peppers

- **Super Foods Salad (V, VG, DF)**
  - (5 portions/bowl)
  - £12.50 (£15.00 inc. VAT)
  - Butternut squash, pomegranate, pumpkin seeds, walnuts, kale and quinoa

- **Houmous & Red Pepper dip with Crudités (V, VG, GF, DF)**
  - (5 portions)
  - £8.00 (£9.60 inc. VAT)
  - Selection of cucumber, celery, peppers, carrot

- **Mixed salad**
  - (5 portions)
  - £5.00 (£6.00 inc. VAT)

**Useful Information**

Items will be delivered in disposable packaging/boxes. The price includes disposable plates, cutlery and napkins.

We can accommodate many dietary requirements, just let us know in advance of the event.

All prices quoted per item unless otherwise stated.

Minimum spend of £15 per delivery.

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VENUE READING DELIVER
Grazers

Our freshly made grazer platters are great for sharing and can be the perfect lunch accompaniment or enjoyed on their own.

Continental Meat Mezze Platter With Salami, Mortadella & Parma Ham
(5 portions/bowl)
Houmous, olives, feta cheese, artichoke hearts, pimento peppers, sundried tomatoes & flatbreads.
£22.50 (£27.00 inc. VAT)

Fish Mezze Platter With Smoked Salmon, Prawns, Roll Mop Herring (DF)
(5 portions)
Green olives, fresh lemon, dill mayonnaise, pickled capers anchovy tapenade & pumpernickel flatbread.
£22.50 (£27.00 inc. VAT)

Vegetable Mezze Platter (V)
(5 portions)
Mini stuffed pimento peppers, figs, sundried tomatoes, black olives, tzatziki, artichoke hearts and flatbread.
£17.50 (£21.00 inc. VAT)

Ploughman’s Platter With Mustard & Honey Roasted Ham
(5 portions)
Porkpie, mature cheddar, stilton, caramelised onion chutney, pickled onions, boiled egg, fresh white baguette
£20.00 (£24.00 inc. VAT)

Useful Information

Items will be delivered in disposable packaging/boxes. The price includes disposable plates, cutlery and napkins.

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Useful Information

Items will be delivered in disposable packaging/boxes. The price includes disposable plates, cutlery and napkins.

We can accommodate many dietary requirements, just let us know in advance of the event.

All prices quoted per item unless otherwise stated.

Minimum spend of £15 per delivery.
Individual Lunches

Great for smaller meetings, or for a lunch on the go, our individually packaged sandwiches, salads and packed lunch options are handy for those on the move. Options suitable for a range of special dietary requirements.

Useful Information

Minimum spend of £15 per delivery.
Items will be delivered individually wrapped. The price includes disposable napkins.
Individual salads will come with disposable cutlery.
All prices quoted per item unless otherwise stated.
We can accommodate many dietary requirements, just let us know in advance of the event.

Emmental cheese and tomato bloomer (V)
Served on white bread
£3.50 (£4.20 inc. VAT)

Chicken & Avocado Bloomer (DF)
Served on malted bread
£3.50 (£4.20 inc. VAT)

Free range egg & watercress bloomer (V, DF)
Served on malted bread
£3.50 (£4.20 inc. VAT)

Wiltshire cured ham & cheddar bloomer
Served on white bread
£3.50 (£4.20 inc. VAT)

Tuna mayonnaise & cucumber bloomer (DF)
Served on brown bread
£3.50 (£4.20 inc. VAT)

Egg Mayo Sandwich Thin (V, GF)
£3.50 (£4.20 inc. VAT)

Cajun Chicken Flatbread
£3.50 (£4.20 inc. VAT)

CFalafel & Red Pepper Houmous Salad (V, VG, GF, DF)
£3.50 (£4.20 inc. VAT)

Chicken & mixed salad on malted wheat bread (Halal)
£3.50 (£4.20 inc. VAT)

Peri Peri chicken on malted wheat bread (Halal)
£3.50 (£4.20 inc. VAT)

Falafel & Houmous Flatbread (V, VG, DF)
£3.50 (£4.20 inc. VAT)

Chipotle Chicken Salad (GF, DF)
£3.50 (£4.20 inc. VAT)

Tuna Nicoise Salad (GF, DF)
£3.50 (£4.20 inc. VAT)

Feta, Quinoa & Butternut Squash Salad (V, GF)
£3.50 (£4.20 inc. VAT)
Packed Lunches

Our packed lunch options are handy for those on the move.

**Packed Lunch**
£7.30
(£8.76 inc. VAT)

- Select any sandwich, roll, flat bread, bagel or salad
- Piece of fruit
- Muffin
- Bottle of still water
- Packet of premium crisps

**Simple Packed Lunch**
£5.55
(£6.66 inc. VAT)

- Sandwich
- Choose from Ham, Tuna, Cheese
- Piece of fruit
- Bottle of still water
- Packet of crisps

**Useful Information**

Minimum spend of £15 per delivery.

Items will be delivered individually wrapped. The price includes disposable cutlery and napkins.

Packed lunches will be delivered in disposable paper bags.

All prices quoted per item unless otherwise stated.

We can accommodate many dietary requirements, just let us know in advance of the event.
Buffet Items

Mix and match from our range of finger food to offer as much or as little choice as you like. Our buffet items can be included with sandwich platters or salads to build up a lunchtime buffet, or can be chosen on their own as tasty bites.

£1.50 per portion (£1.80 inc VAT)

Meat
- Lamb samosa with mint & yoghurt dip x1
- Chicken yakitori x2 (DF)
- Mini pork pie x1 (DF)
- Sausage rolls x2 (DF)
- Mini duck & hoisin rolls with hoisin dip x2 (DF)

Fish
- Chipotle Battered King Prawns x 2 (DF)
- Spicy West Country crab cake x 2 (DF)

Vegetarian
- Courgette & cheese frittata x 2 (V, GF)
- Vegetable dim sum with hoisin dip x2 (V, DF)
- Vegetable satay x2 (V)
- Falafel bites with mint & yoghurt dip x2 (V, GF)
- Mini Indian savoury bites with mango chutney dip x2 (V, VG, DF)
- Classic mini Quiches x 2 (V)
- Moroccan Cauliflower Roulade with Chickpea Chutney x 2 (V, VG, GF, DF)
- Quorn Goujons with Chipotle Mayonnaise x 2 (V, DF)

Useful Information

Items will be delivered in disposable packaging/boxes. The price includes disposable plates, cutlery and napkins.

We can accommodate many dietary requirements, just let us know in advance of the event.

All prices quoted per portion unless otherwise stated.

Minimum spend of £15 per delivery.
# Buffet Items

Mix and match from our range of finger food to offer as much or as little choice as you like. Our buffet items can be included with sandwich platters or salads to build up a lunchtime buffet, or can be chosen on their own as tasty bites.

<table>
<thead>
<tr>
<th><strong>£2.00 per portion (£2.40 inc VAT)</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Meat</strong></td>
</tr>
<tr>
<td>Chicken kebab x1 (GF, DF)</td>
</tr>
<tr>
<td>Lamb kofta with mint &amp; yoghurt dip x1</td>
</tr>
<tr>
<td>Piri Piri chicken sticks x2 (DF)</td>
</tr>
<tr>
<td>Mini sausage &amp; mash x2</td>
</tr>
<tr>
<td>British mini chicken and bacon pies x2</td>
</tr>
<tr>
<td>Chicken pakoras with mango chutney x2</td>
</tr>
<tr>
<td>Red Thai chicken skewers x2 (GF, DF)</td>
</tr>
<tr>
<td><strong>Fish</strong></td>
</tr>
<tr>
<td>King prawn skewer with garlic mayo dip x1 (GF, DF)</td>
</tr>
<tr>
<td>Mini smoked salmon bagels x2</td>
</tr>
<tr>
<td>Mini fish ’n’ mushy pea rosti x2</td>
</tr>
<tr>
<td>Smoked salmon rillette on crispy toast x1</td>
</tr>
<tr>
<td><strong>Vegetarian</strong></td>
</tr>
<tr>
<td>Fig &amp; goats cheese parcel x1 (V)</td>
</tr>
<tr>
<td>BBQ bean and Monterey Jack parcel x1 (V)</td>
</tr>
<tr>
<td>French brioche toast with brie &amp; cranberry x2 (V)</td>
</tr>
<tr>
<td>Beetroot and feta turnovers x2 (V)</td>
</tr>
</tbody>
</table>

## Useful Information

Items will be delivered in disposable packaging/boxes. The price includes disposable plates, cutlery and napkins.

We can accommodate many dietary requirements, just let us know in advance of the event.

All prices quoted per item unless otherwise stated.

Minimum spend of £15 per delivery.
Savoury Accompaniments

Savoury snacks to enjoy on their own or the perfect addition to accompany your order

- Hand cooked crisps (5 portions) £2.70 (£3.24 inc VAT)
- Vegetable crisps (5 portions) £6.25 (£7.50 inc VAT)
- Salted Peanuts (5 portions) £3.00 (£3.60 inc VAT)
- Tortilla chips with Salsa (5 portions) £2.70 (£3.24 inc VAT)
- Marinated olives (5 portions) £4.50 (£5.40 inc VAT)

Useful Information

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We can accommodate many dietary requirements, just let us know in advance of the event.

All prices quoted per item unless otherwise stated.

Minimum spend of £15 per delivery.
**Sweet Accompaniments**

The perfect addition to round off your meal, or sweet treat to enjoy on its own, why not add some items below to your order?

### Fruit
- Whole fruit platter (5 portions) | £6.00 (£7.20 inc VAT)
- Seasonal sliced fruit platter (5 portions) | £10.30 (£12.36 inc VAT)
- Individual seasonal sliced fruit platter | £2.50 (£3.00 inc VAT)

### Treats
- Rainbow macaroons x2 (V) | £1.30 (£1.56 inc VAT)
- Scone with cream and jam (V) | £2.00 (£2.40 inc VAT)
- Mini muffin x2 (V) | £1.30 (£1.56 inc VAT)
- Chocolate / Blueberry

### Cake bites
3 individual bite-size pieces of cake per option
- Granola bar (V) | £1.50 (£1.80 inc VAT)
- Carrot Cake (V, DF) | £1.50 (£1.80 inc VAT)
- Chocolate brownie (V) | £1.50 (£1.80 inc VAT)
- Apple & Cinnamon Cake | £1.50 (£1.80 inc VAT)
- Cherry & Almond Cake | £1.50 (£1.80 inc VAT)
- Lemon Drizzle Cake | £1.50 (£1.80 inc VAT)
- Lemon drizzle cake (V, GF) | £1.50 (£1.80 inc VAT)
- Chocolate brownie (V, VG, GF, DF) | £1.50 (£1.80 inc VAT)
- Assorted cake selection (V) | £1.50 (£1.80 inc VAT)
- Carrot Cake / Chocolate brownie / Lemon Drizzle Cake

**Useful Information**

Items will be delivered in disposable packaging/boxes. The price includes disposable plates, cutlery and napkins.

We can accommodate many dietary requirements, just let us know in advance of the event.

All prices quoted per item unless otherwise stated.

Minimum spend of £15 per delivery.
**Pizzas**

We also offer a selection of freshly prepared pizzas. They’re 12 inch in diameter, cut into 6 slices.

- **Stuffed Crust Four Cheese Pizza (V)**
  - £9.50 (£11.40 inc. VAT)

- **Stuffed Crust Manhattan Meaty Pizza**
  - Ham, Mushroom & Pepperoni
  - £9.50 (£11.40 inc. VAT)

- **Stuffed Crust Pepperoni Pizza**
  - £9.50 (£11.40 inc. VAT)

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**Useful Information**

Items will be delivered in disposable packaging/boxes. The price includes disposable plates and napkins.

A minimum of 4 pizzas and maximum of 30 per delivery. For larger orders please contact hospitality@venueredreading.com
These celebration cakes will be delivered to your requested location on the day required. This will be delivered on our drop and go service and will include napkins.

**Useful Information**
- Items are supplied as a drop and go service.
- Disposable plates and napkins will be provided only with the sponge cake.
- 3 working days notice is required for the sponge cake.
- A minimum order of 6 cupcakes per flavour will apply.
- Minimum spend of £15 per delivery.

**Round Victoria Sponge Cake (V)**
- Serves 12–16 people
- Covered in Royal Icing with a message of your choice
- £20.00 (£24.00 inc. VAT)

**Cupcakes (V)**
- Red Velvet, Chocolate or Vanilla
- £1.50 (£1.80 inc. VAT)

**Celebration Cakes**
**Bulk Orders**

This option allows us to deliver a large quantity drop and go service for you to provide essentials at your meeting, function or student event. This is a similar offering to that of an in house supermarket delivery to your office or building.

<table>
<thead>
<tr>
<th>Item</th>
<th>Quantity</th>
<th>Price</th>
<th>VAT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Orange juice 1 litre</td>
<td>1 x 12</td>
<td>£14.00</td>
<td>(£16.80)</td>
</tr>
<tr>
<td>Apple juice 1 litre</td>
<td>1 x 12</td>
<td>£14.00</td>
<td>(£16.80)</td>
</tr>
<tr>
<td>Cranberry juice 1 litre</td>
<td>1 x 12</td>
<td>£14.00</td>
<td>(£16.80)</td>
</tr>
<tr>
<td>Bottled water 1.5 litre</td>
<td>1 x 12</td>
<td>£16.00</td>
<td>(£19.20)</td>
</tr>
<tr>
<td>Still and Sparkling</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bottled water 500ml</td>
<td>1 x 24</td>
<td>£15.00</td>
<td>(£18.00)</td>
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<tr>
<td>Still and Sparkling</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Pepsi Max / 7Up Sugar Free</td>
<td>1 x 12</td>
<td>£25.00</td>
<td>(£30.00)</td>
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<tr>
<td>Estrella Lager 330ml</td>
<td>1 x 24</td>
<td>£45.00</td>
<td>(£54.00)</td>
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<tr>
<td>Prosecco</td>
<td>1 x 6</td>
<td>£75.00</td>
<td>(£90.00)</td>
</tr>
<tr>
<td>House Wine Bottle 750ml</td>
<td>1 x 6</td>
<td>£45.00</td>
<td>(£54.00)</td>
</tr>
<tr>
<td>Red / White</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Kettle Light Salted Crisps 40g</td>
<td>1 x 18</td>
<td>£14.50</td>
<td>(£17.40)</td>
</tr>
<tr>
<td>Cardboard hot drink cups</td>
<td>1 x 500</td>
<td>£50.00</td>
<td>(£60.00)</td>
</tr>
<tr>
<td>Plastic cold drink glass</td>
<td>1 x 2000</td>
<td>£30.00</td>
<td>(£36.00)</td>
</tr>
<tr>
<td>Plastic wine glass</td>
<td>1 x 250</td>
<td>£60.00</td>
<td>(£72.00)</td>
</tr>
<tr>
<td>Paper plates</td>
<td>1 x 560</td>
<td>£60.00</td>
<td>(£72.00)</td>
</tr>
</tbody>
</table>

**Useful Information**

Items are supplied as a drop and go service. No glasses/disposables will be supplied.

Minimum spend of £15 per delivery.
Make it happen

Booking information
Standard delivery times are between 8.00am – 5.00pm, Monday to Friday.
Any deliveries outside of the Whiteknights and London Road Campuses will require 2 delivery slots due to distance. There is a minimum delivery charge of £15.00 per 20 minute delivery slot. 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 campuses.

We must receive all bookings and final numbers at least 48 working hours before the start date of your event. 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 48 working hours of the delivery, the full catering charge will be incurred.

Out of hours/weekend bookings
For out-of-hours or weekend hospitality services and deliveries we must receive bookings at least 7 working days in advance.
Additional delivery charges will apply.

Online Ordering
All internal catering bookings should be made via our online portal or online forms. The only exception are weekend/out-of-hours deliveries.

To book any catering out of hours please contact the team on Ex 8427 or hospitality@venuereading.com

Bulk orders
These items are supplied as a drop and go service. No glasses/disposables will be supplied with them. Available Monday to Friday, and will be delivered on the date requested between 8:00am and 5:00pm.
Please see our full terms and conditions on our website.

Dietary Information Key:

V - Vegetarian
VG - Vegan
GF - Gluten Free
DF - Dairy Free
Halal - Halal