



Venue  
Reading

HOSPITALITY

at  
University of  
Reading

DELIVER  
TO YOU



# 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 website [hospitalityuor.co.uk/campus-hospitality](http://hospitalityuor.co.uk/campus-hospitality) for more information.

Unfortunately, this menu is not available at the Greenlands campus, if you are interested in catering at Greenlands, please contact [conference@henley.com](mailto:conference@henley.com) for further information.





# Refreshments

**Our range of hot and cold drinks and biscuit selections.**

Fair trade freshly brewed coffee with a selection of teas (No Paper Cups)	£1.20 (£1.44 inc. VAT)
Minimum order 5 servings	
Fair trade freshly brewed coffee with a selection of teas (With Paper Cups)	£1.30 (£1.56 inc. VAT)
Minimum order 5 servings	
Hot chocolate (No Paper Cups)	£1.20 (£1.44 inc. VAT)
Minimum order 5 servings	
Hot chocolate (With Paper Cups)	£1.30 (£1.56 inc. VAT)
Minimum order 5 servings	
Traditional biscuits	£0.60 (£0.72 inc. VAT)
Luxury biscuits	£0.85 (£1.02 inc. VAT)
Gluten free biscuits	£1.00 (£1.20 inc. VAT)
Contains oats	
Orange / Apple / Cranberry juice 1 litre	£1.85 (£2.22 inc. VAT)
Blackcurrant squash / Orange squash 1 litre	£1.50 (£1.80 inc. VAT)
Fairtrade Orange / Apple juice 500ml	£1.85 (£2.22 inc. VAT)
Glaceau Bottled water 600ml – still and sparkling	£1.20 (£1.44 inc. VAT)
Bottled water 1.5 litre – still and sparkling	£1.50 (£1.80 inc. VAT)
Lactofree Semi Skimmed 1 litre	£2.00 (£2.40 inc. VAT)
Coconut Milk 1 litre	£2.00 (£2.40 inc. VAT)
Oat Milk 1 litre	£2.00 (£2.40 inc. VAT)

## 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)	£2.50
Served with butter & jam	(£3.00 inc. VAT)
Freshly baked mini Danish pastry x2 (V)	£2.50
	(£3.00 inc. VAT)
Strawberry, yoghurt & granola pot (V)	£2.00
	(£2.40 inc. VAT)
Cherry, yoghurt & granola pot (V)	£2.00
	(£2.40 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.

<b>Simple meat sandwich platter</b> (6 portions/platter)	<b>£12.50</b> (£15.00 inc. VAT)
Chicken Sweetcorn Mayo / Chicken Bacon Mayo / Ham / Chicken Mayo / Ham & Tomato / Coronation Chicken	
<b>Simple vegetarian sandwich platter</b> (6 portions/platter)	<b>£12.50</b> (£15.00 inc. VAT)
Cheese & Onion / Egg Mayonnaise / Cheese & Tomato / Just Cheese / Cheese & Pickle / Houmous & Carrot	
<b>Meat sandwich platter</b> (5 portions/platter)	<b>£13.50</b> (£16.20 inc. VAT)
BLT / Roast Chicken Salad / Beef Horseradish & Leaves / Ham Mature Cheddar & Chutney / Gammon Ham Salad	
<b>Seafood sandwich platter</b> (5 portions/platter)	<b>£13.50</b> (£16.20 inc. VAT)
Prawn Mayo / Tuna Sweetcorn Mayo / Tuna Salad / Smoked Salmon & Cream Cheese / Prawns with Seasoned Mayonnaise	
<b>Vegetarian sandwich platter</b> (5 portions/platter)	<b>£13.50</b> (£16.20 inc. VAT)
Brie & Cranberry / Egg Mayo & Cress / Cheddar Ploughmans / Mozzarella / Pesto & Rocket / Falafel Salad	
<b>Vegan sandwich platter</b> (5 portions/platter)	<b>£13.50</b> (£16.20 inc. VAT)
Spinach & Pinenut Falafel & Carrot Tapenade / Coronation Chickpea / Vegan Sausage / Carrot & Smoky Tomato	
<b>Halal chicken platter</b> (5 portions/platter)	<b>£15.50</b> (£18.60 inc. VAT)
Roast Chicken Salad / Chicken & Sweetcorn / Coronation Chicken / Chicken & Stuffing / Basil Chicken	

## 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.

<b>Mixed wrap platter</b> (4 portions/platter)	<b>£14.50</b> (£17.40 inc. VAT)
Real Fajita / Chicken & Bacon Caesar / Falafel & Couscous / Harissa Chicken	
<b>Vegetarian wrap platter</b> (4 portions/platter)	<b>£14.50</b> (£17.40 inc. VAT)
Cheese & Coleslaw / Mozzarella & Pesto / Egg & Spinach / Falafel & Couscous	
<b>Meat baguette platter</b> (4 portions/platter)	<b>£14.50</b> (£17.40 inc. VAT)
Coronation chicken / Chicken sweetcorn / Ham salad / Tuna Sweetcorn	
<b>Vegetarian baguette platter</b> (4 portions/platter)	<b>£14.50</b> (£17.40 inc. VAT)
Egg Mayo Salad / Cheese & Spring Onion / Cream Cheese & Pepper / Mature Cheddar & Caramelised Onion	
<b>Gluten free roll platter</b> (5 portions/platter)	<b>£15.50</b> (£18.60 inc. VAT)
Double Cheese & Onion / Chicken & Bacon / Coronation Chicken / Egg & Cress	

## 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.**

**Wheatberry salad with chargrilled peppers & chorizo** (5 portions/bowl) **£15.00**  
 (£18.00 inc. VAT)

Wheatberries with grilled peppers, chorizo, spring onion and red onions in a red wine vinaigrette

**Gluten free vegan pasta salad (V, VG, GF, DF)** **£15.00**  
 (5 portions/bowl) (£18.00 inc. VAT)

Fusilli pasta made from lentils with mixed peppers & roasted tomatoes in a french style dressing

**Mexican style turtle bean & quinoa salad (V, VG, DF)** (5 portions/bowl) **£12.50**  
 (£15.00 inc. VAT)

Bulgur wheat & quinoa with red kidney beans, black turtle beans, sweetcorn, grilled red peppers & jalapeño chillies

**Mediterranean style toasted fregola salad (V, VG, DF)** (5 portions/bowl) **£12.50**  
 (£15.00 inc. VAT)

Toasted fregola with grilled courgettes & cucumber in a tomato vinaigrette dressing

**Houmous & red pepper dip with crudités (V, VG, GF, DF)** (5 portions) **£8.00**  
 (£9.60 inc. VAT)

Selection of cucumber, celery, peppers and carrot

**Mixed salad (V, VG, GF, DF)** **£5.00**  
 (5 portions) (£6.00 inc. VAT)

**Individual Salads:** **£3.50**  
 (£4.20 inc. VAT)

**Tuna nicoise salad (DF)**  
 Tuna Salad with Potato, Olives, Egg, Tomato & French Dressing

**Cheese & tomato pasta pot (V)** **£3.50**  
 (£4.20 inc. VAT)  
 Herby Tomato Sauce & Cheddar Cheese with Pasta

**Chicken & bacon pasta pot** **£3.50**  
 (£4.20 inc. VAT)  
 Chicken, Smoky Bacon & Sweetcorn in Mayonnaise with Pasta

**Useful Information**  
 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 Sandwiches & Baguettes

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.

<b>Ploughmans sandwich (V)</b> Mature cheddar, tomato, red onion, lettuce with Branston pickle & mayonnaise on malted grain bread	<b>£3.50</b> (£4.20 inc. VAT)
<b>Roast chicken salad sandwich</b> Roast chicken breast, lettuce, tomato with peppered mayonnaise on malted grain bread	<b>£3.50</b> (£4.20 inc. VAT)
<b>BLT sandwich</b> Smoky bacon, lettuce and tomato with peppered mayonnaise on malted grain bread	<b>£3.50</b> (£4.20 inc. VAT)
<b>Prawn mayonnaise sandwich</b> Prawns in peppered mayonnaise on oatmeal bread	<b>£3.50</b> (£4.20 inc. VAT)
<b>Ham salad sandwich (DF)</b> Ham, tomato, cucumber & lettuce with dairy free spread on malted grain bread	<b>£3.50</b> (£4.20 inc. VAT)
<b>Egg salad seeded roll (V, GF)</b> Sliced egg, slow roasted tomatoes & watercress on a poppy seeded roll	<b>£3.50</b> (£4.20 inc. VAT)
<b>Chicken &amp; bacon sandwich (GF)</b> Chicken breast & smoky bacon in light mayonnaise with lettuce	<b>£3.50</b> (£4.20 inc. VAT)
<b>Let it brie sandwich (V)</b> French brie, tomato & cranberry sauce with baby chard leaves on malted grain bread	<b>£3.50</b> (£4.20 inc. VAT)
<b>Mozzi' milano (V)</b> Mozzarella, roasted peppers & sundried tomatoes with a pesto dressing on malted grain bread	<b>£3.50</b> (£4.20 inc. VAT)
<b>Green machine sandwich (V, VG)</b> Spinach & pinenut falafel with houmous, kale and carrot tapenade on tomato & olive bread	<b>£3.50</b> (£4.20 inc. VAT)
<b>Sweet potato pakora wrap (V, VG, DF)</b> Tabbouleh (couscous, cucumber, tomato, mint and parsley) on a soft tomato tortilla wrap	<b>£3.50</b> (£4.20 inc. VAT)
<b>Chicken &amp; bacon seeded baguette</b> Chicken and bacon mayonnaise with lettuce in a seeded baguette	<b>£3.50</b> (£4.20 inc. VAT)
<b>Tuna sweetcorn seeded baguette</b> Tuna & sweetcorn mayonnaise with lettuce in a seeded baguette	<b>£3.50</b> (£4.20 inc. VAT)
<b>Egg mayo salad seeded baguette (V)</b> Free range egg mayonnaise with lettuce in a seeded baguette	<b>£3.50</b> (£4.20 inc. VAT)
<b>Ham salad seeded baguette</b> Smoked ham with light mayonnaise and mixed leaves in a seeded baguette	<b>£3.50</b> (£4.20 inc. VAT)
<b>Bombay aloo wrap (V, VG, GF, DF)</b> Bombay potatoes, madras veganaise and lettuce with mango chutney	<b>£3.50</b> (£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, baguette, roll, or salad
- Piece of fruit
- Muffin
- Bottle of still water
- Packet of 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

**Vegan Packed Lunch** **£8.00**  
(£9.60 inc. VAT)

- Sandwich  
Choose from Green machine sandwich, Sweet potato pakora wrap, Bombay aloo wrap
- Dark chocolate orange rice cakes
- Bottle of still water
- Packet of crisps

**Gluten Free Packed Lunch** **£8.00**  
(£9.60 inc. VAT)

- Sandwich  
Choose from egg salad seeded roll, chicken & bacon sandwich, Bombay aloo wrap
- Dark chocolate orange rice cakes
- Bottle of still water
- Packet of crisps

## Useful Information

Minimum spend of £15 per delivery.  
Items will be delivered Individually wrapped .  
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)

Bite sized sausage rolls x2 (DF)

Mini duck & hoisin rolls with hoisin dip x2 (DF)

## Fish

Pacific west chilli mango prawns x2 (DF)

Thai fish cake with sweet chilli sauce x2 (GF, DF)

## Vegetarian

Vegetable dim sum with hoisin dip x2 (V, DF)

Mediterranean buffet skewers x2 (V, GF)

Falafel bites with mint & yoghurt dip x2 (V, GF)

Mini Indian savoury bites with mango chutney dip x2 (V, VG, DF)

Mini sweet potato curry turnovers x2 (V, VG, DF)

Beetroot falafel bites with houmous dip x2 (V, VG, GF, DF)

Quorn goujons with chipotle mayonnaise x2 (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.

£2.00 per portion (£2.40 inc VAT)

## Meat

- Ajinomoto chicken gyoza x2 (DF)
- Lamb kofta with mint & yoghurt dip x1
- Piri Piri chicken sticks x2 (DF)
- Barbeque bourbon beef pie x1
- Chicken pakoras with mango chutney x2
- Red Thai chicken skewers x2 (GF, DF)

## Fish

- Mini smoked salmon bagels x2

## Vegetarian

- Ajinomoto vegetable gyoza x2 (V, VG, DF)
- Barbeque bean and monterey jack parcel x1 (V)
- Mediterranean bruschetta x 1 (V)

## 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)	<b>£2.70</b> (£3.24 inc VAT)
Vegetable crisps (5 portions)	<b>£6.25</b> (£7.50 inc VAT)
Salted peanuts (5 portions)	<b>£3.00</b> (£3.60 inc VAT)
Tortilla chips with salsa (5 portions)	<b>£2.70</b> (£3.24 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.





# 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?

<b>Fruit</b>	
Whole fruit selection (5 portions)	<b>£6.00</b> (£7.20 inc VAT)
Seasonal sliced fruit platter (5 portions)	<b>£10.30</b> (£12.36 inc VAT)

<b>Treats</b>	
Rainbow macaroons x2 (V)	<b>£1.30</b> (£1.56 inc VAT)
Scone with cream and jam (V)	<b>£2.00</b> (£2.40 inc VAT)
Mini muffin x2 (V) Chocolate / Blueberry	<b>£1.30</b> (£1.56 inc VAT)
Vanilla cupcake (v) (10 Portions)	<b>£15.00</b> (£18.00 inc VAT)
Chocolate cupcake (V) (10 portions)	<b>£15.00</b> (£18.00 inc VAT)
Red velvet cupcake (V) (10 portions)	<b>£15.00</b> (£18.00 inc VAT)
Celebration cake (V) Round victoria sponge cake covered in Royal icing with a message of your choice Serves 12 - 16 people	<b>£20.00</b> (24.00 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.

## Cake bites

3 individual bite size pieces of cake per option

Granola bar (V)	<b>£1.50</b> (£1.80 inc VAT)
Carrot cake (V, DF)	<b>£1.50</b> (£1.80 inc VAT)
Lemon drizzle cake	<b>£1.50</b> (£1.80 inc VAT)
Lemon drizzle cake (V, GF)	<b>£1.50</b> (£1.80 inc VAT)
Chocolate brownie (V, VG, GF, DF)	<b>£1.50</b> (£1.80 inc VAT)
Assorted cake selection (V) Carrot cake / Chocolate brownie / Lemon drizzle cake	<b>£1.50</b> (£1.80 inc VAT)



# Pizzas

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

Vegan pizza	<b>£9.50</b> (£11.40 inc. VAT)
Gluten free pizza	<b>£9.50</b> (£11.40 inc. VAT)
Stuffed crust four cheese pizza (V)	<b>£9.50</b> (£11.40 inc. VAT)
Stuffed crust Manhattan meaty pizza Ham, mushroom & pepperoni	<b>£9.50</b> (£11.40 inc. VAT)
Stuffed crust pepperoni pizza	<b>£9.50</b> (£11.40 inc. VAT)

## Useful Information

Items will be delivered in disposable packaging/boxes. The price includes disposable plates and napkins.  
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A minimum of 4 pizzas and maximum of 30 per delivery. For larger orders please contact [hospitality@venuereading.com](mailto:hospitality@venuereading.com)





# 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

Orange juice 1 litre	1 x 12	<b>£14.00</b> (£16.80 inc VAT)
Apple juice 1 litre	1 x 12	<b>£14.00</b> (£16.80 inc VAT)
Cranberry juice 1 litre	1 x 12	<b>£14.00</b> (£16.80 inc VAT)
Bottled water 1.5 litre Still / Sparkling	1 x 12	<b>£16.00</b> (£19.20 inc VAT)
Bottled water 500ml Still / Sparkling	1 x 24	<b>£15.00</b> (£18.00 inc VAT)
Pepsi Max / 7Up sugar free / Tango sugar free 600ml	1 x 24	<b>£24.00</b> (£28.80 inc VAT)
Estrella Lager 330ml	1 x 24	<b>£45.00</b> (£54.00 inc VAT)
Prosecco	1 x 6	<b>£75.00</b> (£90.00 inc VAT)
House Wine Bottle 750ml Red / White	1 x 6	<b>£45.00</b> (£54.00 inc VAT)
Kettle lightly salted crisps 40g	1 x 18	<b>£14.50</b> (£17.40 inc VAT)
Cardboard hot drink cups	1 x 500	<b>£50.00</b> (£60.00 inc VAT)
Paper plates	1 x 560	<b>£60.00</b> (£72.00 inc VAT)
Sustain It Reusable Mug	1 x 10	<b>£40.00</b> (£48.00 inc VAT)

## Useful Information

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

Delivered on the date requested between  
8.00am - 5.00pm

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.

All bookings must be placed 2 full working days before the delivery date. 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 2 full working days 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](mailto: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 .....



# Venue Reading

HOSPITALITY

at



University of  
Reading

## FIND OUT MORE

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The University of Reading  
Reading  
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0118 378 8427

[hospitality@venuereading.com](mailto:hospitality@venuereading.com)

[hospitalityuor.co.uk](http://hospitalityuor.co.uk)

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