

WELLS PLACE CENTRE LTD

CATERING BOOKING FORM

Please complete and return within 14 days of booking date

Failure to do so may result in us not being able to provide catering facilities.

This form is to book agreed catering facilities between Wells Place Centre Ltd and:-

NAME/ORGANISATION
Contact Tel No:
E-mail address

DATE ROOM/S BOOKED
Day.....
Date
Room
Time Catering to be served
.....
Number of to be Catered for
No of Vegetarian Options
Other dietary requirements please note overleaf

Meal Menu (see over for full details of each meal)	Number	@ cost per person(pp) or each item (ei)	Total
Special Buffet Meal		£8.00 (pp)	£
Jacket Potato Meal		£7.50 (pp)	£
Executive Sandwich Meal		£7.25 (pp)	£
Baguette Meal		£7.25 (pp)	£
Ploughman's Meal		£5.95 (pp)	£
Budget Meal		£3.95 (pp)	£
Options			
Bottled Water (individual size)		£0.90 (ei)	£
Cold Drink Can/Cartoons		£0.85 (ei)	£
Danish Pasties or Cakes		£0.80 (pp)	£
Fruit Bowl (min serving 5 people)		£0.70 (pp)	£
Flask of Hot Water (serves max 20)		£1.00 (ei)	£
Cups/holders (for use with above)		£0.03 (ei)	£
Jug of Milk (0.5ltr)		£0.50 (ei)	£
Bowl of Crisps (serves max 20)		£1.45 (ei)	£
		Total (ex VAT)	£

Tea, Coffee, and Biscuit orders should be made on the main Room Booking Form

<p>PLEASE NOTE:</p> <p>Final numbers for food catering MUST be confirmed 5 working days prior to booking. Failure to do so will result in being charged for original number at full price. Tea/Coffee cancelled less than 2 hours before booking time will be charged.</p> <p>Prices are subject to change and all foods listed are subject to availability.</p> <p>Approximate numbers MUST be given at time of booking.</p> <p>All catering is subject to VAT at applicable rate Prices shown EXCLUDE V.A.T.</p>	<p>Signed</p> <p>Print Name</p> <p>Date</p> <p>All bookings are subject to our standard terms & conditions of business unless otherwise agreed in writing.</p>
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Any additional information/special dietary requirements needed.

SPECIAL BUFFET MEAL

Sliced Ham, Coronation Chicken and Quiche, served with a selection of 3 salads and crusty bread.

Cheese Board

Cakes

Fruit Juice



JACKET POTATO MEAL

Oven Baked Jacket potatoes with butter and a selection of fillings, served with Salad Bowl and homemade coleslaw.

Cakes

Fruit Juice



EXEC SANDWICH MEAL

Selection of Brown and White Sandwiches with a variety of fillings. Served with a selection of savoury snacks and crisps.

Cakes

Fruit Juice



BAGUETTE MEAL

Selection of filled baguettes & croissants with a variety of fillings. Served with cherrv tomatoes, crisps and homemade coleslaw.

Cakes

Fruit Juice



PLOUGHMAN'S MEAL

Cheese, Ham, Pickle, Coleslaw

Crusty Bread, Salad Garnish

Served with a piece of cake.



BUDGET MEAL

Smaller selection of homemade Sandwiches, served with a piece of cake.



Please return to:-



Wells Place Centre Ltd
Wells Place
Eastleigh SO50 5LJ

Tel: 023 8061 3210
Fax: 023 8064 1299
E-Mail: info@wellsplace.org.uk
VAT Reg: 866 3434 04
Company No: 05763294

Wells Place Centre Ltd is wholly owned by, and part of Eastleigh Baptist Church