



Stand catering

Event name	<input type="text"/>		
Event date	<input type="text"/>	Stand no.	<input type="text"/>

Contact details

Organisation name	<input type="text"/>		
Postal address	<input type="text"/>		
Telephone no.	<input type="text"/>	Mobile no. on day	<input type="text"/>
Email	<input type="text"/>		
Fax no.	<input type="text"/>	Ordered by	<input type="text"/>
Contact name on day	<input type="text"/>		

Method of payment

Full payment must be submitted **14 days** before tenancy.

Payment can be made by BACS, CHAPS, cheque or credit/debit card:

- Account details: Manchester Central Convention Complex Ltd, Barclays, Manchester City Office, 51 Mosley Street, M60 2AU
Sort code: 20-55-34 | Account no.: 00832154 | Please include event name and stand number as the reference
- If you would like to make payment by credit/debit card please contact our Accounts Department on 0161 834 2700 – please note that credit/debit card payments are subject to a **2.5% handling charge**
- Cheques should be made payable to **“Manchester Central Convention Complex Ltd”** with the event name and stand number on the reverse and posted to Accounts Receivable, Manchester Central, Petersfield, Manchester M2 3GX
- Invoices featuring IBAN and Swift code can be supplied on request

Manchester Central holds the license for all catering which is consumed on the premises. Should exhibitors wish to bring in any food, beverages, coffee machines or vending machines (with the exception of samples) a facility fee will apply.

Item	Unit price	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Total units	Total price
Food										
Delivery time: Delivery slots are available at 30 minute intervals for e.g. Slot 1 8.00am - 8.30am, Slot 2 8.30am - 9.00am etc.										
F1. Assorted sandwiches (serves 8)	£33.00									
F2. Assorted vegetarian sandwiches (serves 8)	£29.00									
F3. Smoked salmon & cream cheese sandwiches (serves 8)	£38.00									
F4. Buffet platter (serves 8)	£46.00									
F5. Exhibitor lunch bag	£13.50									
F6. Canapés (20)	£36.00									
F7. Fruit bowl (20 pieces)	£22.00									
F8. Mini Danish pastries (16)	£22.00									
F9. Mini muffins (16)	£22.00									
F10. Danish pastries (4), handmade biscuits (20), mini muffins (4)	£20.00									
F11. Handmade cake selection (12 pieces)	£23.00									
F12. Fresh cream cakes (48 hours notice, 7 cakes)	£32.00									
F13. Grissini, tortilla chips, mini pretzels & dips (serves 8)	£26.00									
Water										
Delivery time: Delivery slots are available at 30 minute intervals for e.g. Slot 1 8.00am - 8.30am, Slot 2 8.30am - 9.00am etc.										
W1. Water tower hire for 3 days (inc. 18.5l bottle, 50 plastic cups)	£75.00									
W2. Additional water bottle (18.5l)	£25.00									
W3. Still water (24 x 500ml bottles)	£36.00									
W4. Sparkling water (24 x 500ml bottles)	£36.00									
Tea & coffee										
Delivery time: Delivery slots are available at 30 minute intervals for e.g. Slot 1 8.00am - 8.30am, Slot 2 8.30am - 9.00am etc.										
T1. Mini Jura: 100 cups a day inc. unlimited coffee beans & Twinings Tea Chest with 50 flavours	Hire + 1 day	£500								
	Each extra day	£100								
T2. Jura Giga X7: 250 cups a day inc. unlimited coffee beans & Twinings Tea Chest with 50 flavours	Hire + 1 day	£750								
	Each extra day	£250								
T3. Barista machine: Inc. 1 member of staff & unlimited hot drinks	2 day hire	£2750								
	3 day hire	£4000								
	4 day hire	£5000								
Beverages										
Delivery time: Delivery slots are available at 30 minute intervals for e.g. Slot 1 8.00am - 8.30am, Slot 2 8.30am - 9.00am etc.										
B1. House Champagne	£39.95									
B2. Prosecco IGT, Stelle Italia	£22.00									
B3. House white wine	£16.00									
B4. House red wine	£16.00									
B5. Bottled beer (6 x 275ml)	£22.80									
B6. Lemonade (24 x 500ml bottles)	£46.80									
B7. Diet cola (24 x 500ml bottles)	£46.80									
B8. Cola (24 x 500ml bottles)	£46.80									
B9. Orange juice (1l carton)	£3.70									
Disposables & hire										
Delivery time: Delivery slots are available at 30 minute intervals for e.g. Slot 1 8.00am - 8.30am, Slot 2 8.30am - 9.00am etc.										
D1. Hot drink cups (8oz x 50)	£6.00									
D2. Plastic teaspoons (50)	£3.00									
D3. Small disposable plates (17cm x 50)	£10.00									
D4. Paper napkins (100)	£8.00									
D5. Black linen cloth (70cm ²)	£15.00									
D6. Ice (1kg bag)	£5.00									
D7. Corkscrew	£6.50									
D8. Refuse sack	£0.30									
D9. Champagne flutes hire (6)	£3.00									
D10. Stemmed wine glasses hire (7oz x 10)	£5.00									
D11. Cups, saucers & teaspoon hire (12)	£9.50									
D12. Ice bucket hire (per day)	£10.00									

Sub total	
VAT @ 20%	
Overall total	
Total inc. 2.5% card charge	

Please save and email this form to your Manchester Central contact. Or if you prefer, print and post to:
Manchester Central, Petersfield, Manchester M2 3GX