

External Catering Order Form – CAE

Booking Information (All fields with * are mandatory)

Requested by:*		Contact person: *	
Contact number: * eg x0000		Start Time Required: * eg 10:00	
Date Required: * eg 00/00/00		End Time: * eg 14:00	
		Room number: *	
Subject Name:		Number of Attendees: *	

PLEASE COMPLETE THE RELEVANT SECTION(S) BELOW TO ENSURE WE QUOTE YOU FOR THE CORRECT CATERING OPTION(S) ENSURING YOU ADD THE TOTAL NUMBE OF PEOPLE REQUIRING CATERING!

Coffee and Tea Options

Description	Price per person	No. of people		Special Dietary Requirements? CTRL & click to select multiple options
Continuous tea & coffee Full Day	\$7.00			
Continuous tea & coffee Half Day	\$4.00			
Continuous tea & coffee & fruit Juice with freshly baked muffin and gourmet biscuit	\$9.50			
Morning tea with freshly baked muffin	\$7.25			
Afternoon tea with gourmet biscuit	\$6.25			

Lunch Menu

*All meals delivered ½ meat and ½ vegetarian
*Other food alternatives available upon request

Description	Price per person	No of People		Special Dietary Requirements? CTRL & click to select multiple options
Selection of French baguettes and mini rolls, with gourmet fillings and fruit juice	\$15.35			
Selection of pointed sandwiches and rolls with gourmet fillings and fruit juice	\$19.25			
Selection of hot and cold finger food of your choice including gourmet sandwiches, rolls, wraps and fruit juice	\$27.25			

Fruit and Sweet Platters

Description	Price per person	No. of people		Special Dietary Requirements? CTRL & click to select multiple options
Seasonal fruit or selection of cheeses	\$9.25			
Selection of mixed cakes, or Danish Pasties	\$6.25			

At the time of confirmation, please advise of any participants that are gluten intolerant, vegan or have a nut allergy so that we are able to cater specifically. All prices quoted are subject to change with an average service fee from \$10-\$50 per function.

Total Amount excluding GST & service fee:	\$
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