

Red Cone Coffee House

Group Booking Menus

Red House Glass Cone, High Street, Wordsley, Stourbridge,

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A wide selection of menus to suit all group occasions...

Our set group menus are carefully designed to offer a wide range of flavours at competitive prices. We have chosen products with a broad appeal so that your guests are always able to find something that they like. From our sandwiches through to our buffets, you can be assured that we always use the best ingredients, prepared freshly, especially for you.

As we live in a dynamic and diverse society, we are aware that tastes vary greatly and we are more than happy to substitute items or even design a menu to your specification to ensure that your selection is exactly as you would like it. Whether you have special dietary requirements or are looking for food with a theme, our team will do everything we can to ensure your requirements are met. Please speak to Sharon to discuss requirements and for individual quotes.

Buffets are available for as few as 15 people or for as many as 50 (Served on site. Please be advised our indoor area seats a maximum of 50 people per sitting, private seating is a maximum of 30). Set menu, À la Carte Menu and Sandwich Platters are available for between 6 and 50 people. Please be advised these menus are available by appointment only. Parties over 10 people by appointment only. **Each group booking should select from one menu only, choices are only guaranteed when ordered in advance.**

For terms and conditions please refer to the back of this brochure.

Important Information

Please read the following information carefully. Booking assumes acceptance of the following:

1. Parties of 10 or more people must be booked. Please note there are no exceptions to this.
2. All members of the party **must choose from the same menu**. Each menu has an individual number to identify it. Please note that it is not operationally possible to mix menus.
3. All menus **require a pre-order** within the timescales given in the terms and conditions (Food **and** drinks please). If you are not able to contact all members of the group in advance to obtain choices, we recommend choosing a Buffet to give your guests the best choice.
4. Room Hire charges will apply where you wish to have exclusive use of a room. If you have not requested this facility, the spaces will remain open for general public use.
5. One person should be named as the group organiser and we will conduct communications through this person. If individuals in the party are responsible for their own bills we would ask that the monies be collected in advance and paid together when due. This ensures a faster and more efficient service. On the day, we would appreciate if the group organiser would introduce themselves as a point of contact.
6. Please ensure that all members of the party are aware, in advance, of the menu they will be served. If they have made their own selections please retain a record of this to remind them on the day. We find people often forget their order!
7. Please ensure we are aware of any dietary requirements a minimum of 10 days in advance of your event. It is unlikely we will be able make adjustments to menus on the day.
8. We are happy for you to decorate our room(s) with free-standing decorations on condition the room is privately hired. Please note the Red Cone Coffee House is a listed building and we are **strictly not permitted** to damage the walls in any way (no tacks, drawing pins, screws or nails). In order to prevent damage to table tops we do not permit table confetti. Please do not remove any existing pictures or artwork from the room.
9. You are responsible for removing any items you bring with you from our room(s) at the end of your visit. We will remove all items associated with food and/or drink service. We are not able to dispose of rubbish or items on your behalf. We accept no responsibility for any items left unattended at any point.
10. Provisional bookings will be held for 1 month (unless the date of the booking is within 2 months, then this reduces to 7 days). The booking will be secured upon receipt of your deposit. Should the deposit not be received, the date will be released to other bookings.

1.SET MENU

£5.95 per head

Our 'one price per head menu', designed for your convenience. Simply ask your guests to select their preference of food and beverage (one food item plus one beverage per guest; see order forms) and pay one set price for each person!

Food

Cheddar Cheese & Red Onion Sandwich

Cheddar Cheese & Pickle Sandwich

Locally Cured Ham & Dijon Mustard Sandwich

Tuna & Sweetcorn Mayonnaise Sandwich

Cheddar Cheese Toasted Sandwich

Ham & Cheddar Cheese Toasted Sandwich

Homemade Soup served with Sliced Baguette & Butter

Jacket Potato with Cheddar Cheese

Jacket Potato with Coleslaw

Jacket Potato with Beans

Light Ploughman's (Salad, Pickle, Pickled Onion, Ham, Cheddar Cheese, and Fresh Bread)

Beverages

Tea

Americano

Apple **or** Orange Juice

Can (Pepsi, Diet Pepsi, Fanta **or** 7-Up)

2. À LA CARTE MENU

For guests who prefer a little more selection, our À la Carte menu offers good choice at individual prices...

Sandwiches

Cheddar Cheese with Tomato or Red Onion	£4.20
Cheddar Cheese with Pickle	£4.20
Locally Cured Ham with Dijon Mustard	£4.50
Locally Cured Ham with Pickle	£4.50
Tuna & Sweetcorn Mayonnaise	£4.20
Prawns in Marie Rose Sauce	£5.15

Toasted Sandwiches

Just Cheddar Cheese	£4.20
Locally Cured Ham & Cheddar Cheese	£4.65
Tomato, Red Onion & Cheddar Cheese	£4.55
Garlic Mushroom & Stilton	£4.70

Jacket Potatoes

Cheddar Cheese	£4.55
Coleslaw	£4.45
Baked Beans & Cheddar Cheese	£5.05
Prawns in Marie Rose Sauce	£5.95
Garlic Mushrooms & Stilton	£5.15

Salads

Ploughman's Lunch (Cheddar, Carved Ham, Pork Pie, Dressed Salad, Pickled Onions & Pickle)	£6.95
Prawn Salad	£6.95

Cakes

Scone, Jam & Clotted Cream	£2.65
Victoria Sponge	£2.40
Toasted Teacake & Butter	£1.95
Lemon Drizzle/Carrot Cake	£2.50
Chocolate Fudge	£2.50

Hot Beverages

Freshly Ground Coffee (Americano)	£1.90
Latte	£2.25
Cappuccino	£2.25
Espresso	£1.80
Real Belgian Hot Chocolate	£2.30
Tea	£1.70

Cold Beverages

Pepsi, Diet Pepsi, Fanta or 7-Up	£1.10
Still Mineral Water	£1.35
Sparkling Mineral Water	£1.65
Blackcurrant or Orange Squash	£0.60
Orange or Apple Juice	£1.35

3.BUFFET MENUS

Please choose **one** of the following:

Basic Group Buffet

£6.45 per head

Selection of Sandwiches (Tuna Mayonnaise, Cheese, Ham, Egg Mayonnaise)

Selection of Crisps

Sausage Rolls or Vegetarian Rolls

Salad

Coleslaw & Potato Salad

Full Group Buffet

£8.95 per head

Selection of Sandwiches (Tuna Mayonnaise, Cheese, Ham, Egg Mayonnaise)

Selection of Crisps and Dips

Sausage Rolls or Vegetarian Rolls

Breaded Chicken

Coleslaw and Potato Salad

Quiche or Pizza

Mini Sausages

Salads

Luxury Group Buffet

£15.00 per head

Bread Roll Selection

Cold Meat Selection (Roasted Beef, Ham, Roasted Turkey)

French Bread & Pâté (Brussels-Smooth or Ardennes-Coarse)

Cheese Platter (Cheddar, Brie & Stilton) with Cheese Biscuits

Chicken Skewers

Egg Mayonnaise

Prawns in Marie Rose Sauce

Quiche

Salads & Pickles

Crudités with Dips

Hand Cooked Potato Crisps

Coleslaw & Potato Salad

Dessert Options

(Priced Individually)

Can be added to any Buffet Option

Scone with Butter, Jam & Clotted Cream	£2.25 per head
Muffins	£2.00 per head
Cupcakes	£2.20 per head
Sweet Pastry Tarts	£2.30 per head
Danish Pastries	£2.20 per head
Gateaux/Cheesecake	£2.50 per head
Homemade Cake Selection	£2.50 per head

4.SANDWICH PLATTERS

Please select **one** of the following:

Basic **£4.25 per head**

Sandwich Assortment to include: Cheese, Ham, Tuna Mayonnaise, Egg Mayonnaise.

Standard **£4.85 per head**

Sandwich Assortment to include: Cheese & Onion, Tuna & Sweetcorn Mayonnaise, Ham & Dijon Mustard, Roasted Beef & Horseradish, Prawns in Marie Rose. Served with Potato Crisps.

Luxury **£6.75 per head**

Sandwich Assortment to include: Three Cheese & Spring Onion, Smoked Salmon & Cream Cheese, Prawn Mayonnaise, Roasted Beef & Black Pepper Mayonnaise, Chicken Tikka. All made with Fresh Bakery Bread and served with Hand Cooked Potato Crisps.

Presidential **£9.75 per head**

Open & Closed Sandwich Assortment to include: Chicken with Mushroom & Thyme, Halloumi & Grilled Vegetables, Smoked Salmon & King Prawn, Roasted Beef with Rocket & Blue Cheese, Feta with Olives, Tomato, Red Onion & Basil. All made with Fresh Bakery Bread and served with Hand Cooked Potato and Vegetable Crisps.

5. SOUP & SANDWICH PLATTERS

Please choose **one** from the following:

Basic Sandwich Platter with a Bowl of Soup per Guest	£7.00
Standard Sandwich Platter with a Bowl of Soup per Guest	£7.65
Luxury Sandwich Platter with a Bowl of Soup per Guest	£9.55
Presidential Sandwich Platter with a Bowl of Soup per Guest	£12.55

Please choose **one** soup flavour for your party:

Vegetable	Leek & Potato
Tomato & Basil	Broccoli & Stilton
Spiced Parsnip	Carrot & Coriander

Terms & Conditions

- A Minimum of 2 weeks' notice is required for all Buffet Menus. Minimum of 10 days' notice required for Sandwich Platters, À la Carte, and Set Menus.
- A Deposit of 50% of the total cost is payable on booking. 25% of the total booking cost is non-refundable. The remaining 25% of the deposit is non-refundable in the event of the booking being cancelled within one calendar month of the event.
- Final numbers are required 10 days prior to the event.
- Final balance is payable 10 days prior to the event. Cheques are accepted subject to them clearing a minimum of 10 days prior to the event. Please ensure cheques are posted with adequate time to clear. Please note that we do not have a credit card machine on site at present. Accounts should be settled by cash, cheque or bank transfer. Please contact us for bank transfer information. Please notify us if you require a receipt.
- We regret that we are unable to offer any credit facility, regardless of how short.
- For short notice bookings, please enquire.
- The whole group must select from one menu. We are not operationally able to mix menus. Menus are numbered to differentiate.
- All menu items are subject to availability and in some cases it may become necessary to substitute an item with one of equal or greater value. We will contact you if this becomes necessary.
- All food items MUST be consumed within 4 hours of service. This is a legal Health & Safety requirement. We cannot be held responsible for food items retained and consumed after this time. Remaining food items will be disposed of after this time has elapsed.
- We reserve the right to withdraw or amend these menus at any time, without notice. All prior bookings will be honoured.
- Please note that where buffet menus are amended the price may be affected.
- Food items are prepared to be ready for your specified time of arrival. If you experience delays please contact us as soon as possible. If we are not made aware of any changes to your itinerary, we cannot guarantee food quality.
- Cancellations within 7 days of the event will forfeit the full fee. Cancellations 7-10 days ahead of the event will forfeit 75% of the full fee.
- Booking assumes acceptance of these terms and conditions and of the 'Important Information' included at the beginning of this pack.

Booking Form

All groups who require food or beverages from the Red Cone Coffee House during their site visit should complete section A. Please note that groups of 10 or more people can only be admitted by prior appointment, even when guests will be visiting the premises individually. Guests wishing to pre-order food and beverages for their party should also complete section B (this is essential if all guests wish to dine together and to ensure availability of choices). Please return your completed forms to info@redconecoffeehouse.co.uk at least 14 days in advance. Please see our Terms & Conditions for further information.

Section A

All groups to complete.

Name of Party:

Name of Party Organiser/Contact:

Contact Telephone Number:

Contact E-Mail:

Visit Date:

Number of Guests:

Time of Arrival on Site:

Requested Time for Drinks/Dining:

Do Your Party Require: Drinks Food

Other Information (Please supply any information that may help us serve your party effectively):

Section B

Groups wishing to pre-order their items should complete this form. Pre-ordering is essential where groups of 10 people or more wish to eat together. Where food is not pre-ordered, items are subject to availability and waiting times may be incurred. A non-refundable deposit of 50% of the final bill will be payable upon booking, the final balance will be due 10 days before the event. Cheques are accepted but must be given adequate time to clear before the event. Please see our Terms & Conditions for further information.

(Please note that completing this form does not complete your booking. Booking will be confirmed upon issue of receipt for your deposit).

Food/Drinks Required	Cost per person	No. of people	Total cost

Total amount payable: £ _____

Special Requirements:.....

Extra Items:.....

(Office Use Only)	
Deposit amount received:.....	Payment method:.....
Receipt issued?:.....	Total cost:.....
Date of Deposit:.....	Balance remaining:.....
Person taking booking:.....	Balance Due:.....

