

refresh

email your order to deliveredservice@lboro.ac.uk



1st September 2011 – 31st August 2012



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Loughborough is a fairtrade University.

Where possible all products are fairtrade or locally sourced.

Menu Selector

September 2011 – September 2012

Minimum order for food deliveries is £26.00. This is for the food only and does not include any drinks ordered with the delivery. Orders below £26.00 will be subject to an £8.40 delivery charge. Please see [‘Helpful Information for You’](#).



Suitable for Vegetarians



Healthy Choice



Suitable for Vegans

Set Menu Selection

We advise when choosing from the set menus that you only select one menu.



Refresh Village £5.20

Made up of the following:

Selection of Small Soft Rolls (2 per portion) with a variety of meat and vegetarian fillings

Cheese and Onion Flutes (2 per portion)

Chicken Tikka Fillet (1 per portion)

Mini Danish Pastries (2 per portion)

Minimum order 4 people. Delivery charge may apply (see delivery to you section)



Refresh Town £4.90

Made up of the following:

Selection of Sandwiches (1 round per portion) with a variety of meat, fish and vegetarian fillings

Stilton and Red Onion Tartlet (1 per portion)

Chicken Tikka Fillet (1 per portion)

50% Lemon Drizzle Cake
50% Maple and Pecan Slice
(1 slice per portion)

Minimum order 4 people. Delivery charge may apply (see delivery to you section)



Refresh City £5.40

Made up of the following:

Selection of Small Soft Rolls (2 per portion) with a variety of meat and vegetarian fillings

Chicken Tikka Fillet (1 per portion)

Pizza Slice (1 per portion) cheese and tomato

Cranberry and Port Bites (2 per portion)

Piece of Fruit (1 per portion)

Minimum order 4 people. Delivery charge may apply (see delivery to you section)



Refresh County £7.00

Made up of the following:

Selection of Sandwiches (1 round per portion) with a variety of meat, fish and vegetarian fillings

Stilton and Red Onion Tartlet (1 per portion)

Spinach and Feta Goujons (2 per portion)

Lime and Coriander Chicken (2 per portion)

Monterey Jack Cheese Goujon (2 per portion)

50% Double Chocolate Muffin
50% Blueberry Muffin (1 per portion)

Minimum order 4 people. Delivery charge may apply (see delivery to you section)



Refresh Lucky Dip £5.80

Let our chefs surprise you!

They will create a menu from the refresh selection using four items. One will be sandwiches and two will be suitable for vegetarians.

Minimum order 4 people. Delivery charge may apply (see delivery to you section)



Refresh Vegetarian £5.30

Made up of the following:

Selection of Sandwiches (1 round per portion) with a variety of vegetarian fillings

Monterey Jack Cheese Goujons (2 per portion)

Sweet Potato Curry Bites (2 per portion)

Mini Indian Selection (4 per portion)

50% Double Chocolate Muffin
50% Blueberry Muffin (1 per portion)

Minimum order 4 people. Delivery charge may apply (see delivery to you section)



Don't forget to order your drinks to go with your menu.



Refresh Vegan £5.35

V V

Made up of the following:

- Rice Cakes (2 per portion)
- Roasted vegetables (individual portion)
- Humus (individual portion)
- Falafel (2 per portion)
- Crudités (individual portion)
- Mixed Salad (individual portion)
- Grapes (individual portion)



Delivery charge may apply
(see delivery to you section)



Refresh Estate

NEW

Menu 1 £4.85

- Selection of Sandwiches (1 round per portion) with a variety of meat, fish and vegetarian fillings
- Plus choose **2** savoury items from group A
- And **1** savoury item from group B



Menu 2 £6.25

- Selection of Sandwiches (1 round per portion) with a variety of meat, fish and vegetarian fillings
- Plus choose **2** savoury items from group A
- And **2** savoury items from group B



Group A

- Falafels (vv)
- Mini Vegetable Samosa (v)
- Sausage Rolls
- Spinach and Feta Goujons (v)
- Duck Hoi Sin Spring Rolls
- Cheese and Tomato Pizza Slice (v)
- Pepperoni Pizza Slice
- Monterey Jack Cheese Goujons (v)
- Sweet Potato Curry Bites (v)
- Cheese and Onion Flutes (v)



Group B

- Chicken Tikka
- Lime and Coriander Chicken
- Chilli King Prawns
- Mediterranean Bruschetta (v)
- Stilton and Red Onion Tartlet (v)
- Mediterranean Tartlet
- Cranberry and Port Bites (v)
- Mini Indian Selection (v)



Minimum order 4 people.
Delivery charge may apply.
(see delivery to you section)



Refresh Non Gluten £5.70

With no gluten-containing ingredients

- Sandwiches (1 round per portion)
Made with bread with no gluten-containing ingredients. Please stipulate meat or vegetarian filling
- Roasted vegetables (individual portion)
- Humus (individual portion)
- Crudités (individual portion)
- Mixed Salad (individual portion)
- Cake with no gluten-containing ingredients (1 per portion)
- Piece of fruit (1 per portion)



Delivery charge may apply (see delivery to you section)



Open Day Menu £6.65

For student open days only.

- Assorted Soft Rolls (2 per portion)
- Sandwiches (1 round per portion)
- Pizza Slices (2 per portion)
50% Cheese and tomato
- 50% Pepperoni
- Chicken Wraps (2 pieces per portion)
- Fingers of Cake (1 per portion)
50% Lemon Drizzle
50% Maple and Pecan Slice
- Orange Juice OR
- Spring Water (1 glass per person)



Minimum order 40 people



Packed Lunch 1 £4.75

Made up of the following:

- Ham Salad or Cheese Salad Sandwich
- Packet of Plain Crisps (Walkers Lites)
- Cereal Bar
- Apple
- Carton of Orange Juice (200ml)
- OR
- Bottle of Still Water (500ml)



Please specify choice of sandwich fillings and drinks when ordering



Packed Lunch 2 £5.00

HC

Made up of the following:

- Sandwich on Wholemeal Bread
choice of 2 fillings from ham salad, cheese salad, turkey salad or hummus and roast vegetables.
- Bag of Dried Fruit and Nuts
- Cereal Bar
- Piece of Fruit
- Bottle of Still Water (500ml)



Please specify choice of sandwich fillings when ordering

Don't forget to order your drinks to go with your menu.

Please note all prices are exclusive of VAT.

Fork Buffet Selection

Whether you fancy something traditional or something with a Mediterranean flavour create your own menu. Simply choose **4** items from the main selection and **4** items from the salad selection.

Your choices will be accompanied by a selection of assorted rolls and butter. Complete your menu by choosing **1** item from the dessert selection.

£10.50 per person



Main Selection

Choose four items

Parma Ham



Assorted Salami

Italian Herb Roasted Chicken Breast



Sliced Ham

Sliced Turkey



Sliced Beef

Melton Mowbray Pork Pie



Scotch Egg

Mediterranean Vegetable Tartlet



Stilton and Red Onion Tartlet



Stuffed Tomato and Stuffed Egg



Salad Selection

choose four items

Salad Nicoise

mixed leaves, tomatoes, black olives, cucumber, hard boiled, egg



Greek Couscous Salad

Couscous, peppers, tomato, onion, feta cheese and olives.



Pasta Salad

Pasta with roast peppers, onions and courgette.



Mixed Leaf Salad

Mixed leaves with cherry tomatoes and cucumber



Potato Salad

Potatoes and chives in a light mayonnaise dressing

Rice Salad

Rice with peppers and sweetcorn

Tomato Salad

Tomato and red onion in a balsamic dressing

Traditional Coleslaw

Cabbage, carrots and onion in a light mayonnaise dressing



Accompanied by a selection of assorted rolls and butter.



Dessert Selection

choose one item

Fresh Fruit Platter



Stilton and Red Leicester with Crackers and Grapes



Fresh Fruit (1 piece per portion)



Classic Cupcake (1 per portion)

















Minimum order 5 people.

Don't forget to order your drinks to go with your menu.
















Please note all prices are exclusive of VAT.

Minimum order for drinks /refreshments is £15.60. This includes tea, coffee, juice, mineral water etc..
Orders below this value will carry a surcharge. Please see **'Helpful Information for You'**.

Drink Selection


	Tea Per cup Fairtrade sourced	90p 		Fairtrade Orange Juice 1 litre	£2.75 
	Coffee Per cup Fairtrade sourced	90p 		Cranberry Juice 1 litre	£2.75
	Biscuits 2 per pack	37p		Pineapple Juice 1 litre	£2.75
	Biscuits with no gluten-containing ingredients 2 per pack	67p		Mineral Water Still or Sparkling. 1.5 litres. Supporting the Raindrops for Life Campaign	£2.35 
	Fairtrade Geo Bar (alternative cereal bars available) 1 per pack	73p 		Mineral Water Still water only. 500ml. Supporting the Raindrops for Life Campaign	£1.00 


Dessert Selection


	Lemon Drizzle Cake Traditionally baked tangy lemon cake moistened with lemon syrup. 1 slice per portion	80p		Maple and Pecan Slice A rich cake made with maple syrup and pecans. Contains Nuts. 1 slice per portion	80p
	Fruit Flapjack Home baked traditional flapjack packed with fruit. 1 slice per portion	85p 		Mini Danish Pastries Freshly baked Danish pastries. 2 per portion	£1.60
	Mini Chocolate Muffin Traditional muffin flavoured with chocolate. 1 per portion	65p		Classic Cupcakes Traditional cupcakes in assorted flavours. 1 per portion	£1.03
	Mini Blueberry Muffin Traditional muffin laced with blueberries. 1 per portion	65p		Fresh Fruit Platter Platter of fresh pineapple, melon, orange, kiwi, strawberries, black and green grapes. Minimum order 5 people. 	£2.25
	Fresh Fruit 5 portions 10 portions 15 portions	 £2.95 £5.80 £8.70		Cheese, Biscuits and Grapes Cheese portion, crackers and butter or flora served with grapes.	£3.00
	Mocha/ Ginger Cake Individual cake with no gluten-containing ingredients available in ginger or mocha. 1 per portion	£1.60		Almond Slice Light almond flavoured sponge with a thin layer of jam on pastry. Contains Nuts. 1 per portion	80p

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Please see 'Helpful Information for You'.

 Suitable for Vegetarians

 Healthy Choice

 Suitable for Vegans

Bread Selection



Freshly Cut Sandwiches
1 round **£1.60** 1 ½ rounds **£2.30**
A combination of breads with a variety of meat, fish or vegetarian fillings.



Assorted Small Soft Rolls
2 per portion **£1.70** 3 per portion **£2.50**
Assorted small bread rolls with a variety of meat and vegetarian fillings.



Assorted Wraps **£1.65**
Flour tortilla wrap filled with meat, fish and vegetarian fillings.
3 pieces per portion.



Sandwiches **£1.70**
with no gluten-containing ingredients
Stipulate meat, fish or vegetarian filling.
1 round per person.




Cocktail Sandwiches **£2.10**
Luxury finger sandwiches with a variety of meat, fish and vegetarian fillings.
3 pieces per portion.





Savoury Croissant **£2.00**
Freshly baked ham and cheese savoury croissant. Available with just cheese for vegetarians.
1 per portion.



Rice Cake **£1.40**
Rice cake topped with roasted vegetables and chives.
1 per person 

Additional Items Selection





Falafels **90p**
Coarsely chopped chick peas, onion and light spices baked in a bite size.
2 per portion.  




Spinach and Feta Goujons **90p**
Savoury bite size goujons of spinach and feta cheese flavoured with herbs.
2 per portion. 





Mini Vegetable Samosa **75p**
Baked crispy pastry filled with vegetables seasoned with Indian spices.
2 per portion.  




Sweet Potato Curry Bites **75p**
Sweet potato and sultana bites delicately spiced with curry.  



Monterey Jack Cheese Goujons **90p**
Monterey Jack cheese with onion in a crunchy crumb coating.  





Lime and Coriander Chicken **£1.55**
Skewered fillet of chicken, cherry tomato and pepper flavoured with coriander and lime.
2 per portion. 



Chicken Tikka Fillet **£1.10**
Baked fillet of chicken marinated in Indian spices and garlic between a split stick.
1 per portion. 




Cheese and Onion Flutes **90p**
Crispy pastry flutes with a delicious cheese and onion filling.  




Sausage Rolls **90p**
Oven baked puff pastry sausage rolls.
2 per portion.














Mediterranean Bruschetta **£1.45**
Toasted French bread with a selection of toppings.
2 per portion. 



















Chilli King Prawns **£1.45**
Chilli marinated king prawns hand wrapped in filo pastry. 



Duck Hoi Sin Spring Rolls **90p**
Small bite size spring roll wraps filled With Hoi Sin flavoured duck.
2 per portion.

	Stilton and Red Onion Tartlet Hand baked savoury tartlet with stilton cheese and red onion. 1 per portion.	£1.50			Mediterranean Tartlet Hand baked savoury tartlet with cheese and a selection of Mediterranean vegetables. 1 per portion.	£1.50		
	Cranberry and Port Bites Mature cheddar, cranberry and port bites. Contains walnuts. 2 per portion	£1.30			Cheese and Tomato Pizza Slice Slice of cheese and tomato pizza. 1 per portion	78p		
	Mini Indian Selection A selection of bite sized samosa, onion bhaji, aloo tikka and spinach pakora. 4 per portion.	£1.50			Pepperoni Pizza Slice Slice of pepperoni pizza. 1 per portion	99p		
	Mini Smoked Salmon Terrines Rye bread topped with smoked salmon a lemon and dill sauce. 2 per portion	£1.90			Crudités with Dips Selection of cucumber, celery, peppers, mushrooms, cherry tomatoes, spring onions and carrots with salsa and garlic mayonnaise dip. Minimum order 5 portions.	£1.05 per person		
	Chicago Canapés Set selection of bite size Chicago canapés including prawn, foie gras, duck and smoked salmon. 2 per portion	£2.07			Vegetable Canapés Set selection of bite size lattice puff pastry canapés with a variety of vegetarian fillings. 2 per portion	£1.80		
	Crisps Walker Lites Small 5 portions Large 10 portions	£2.80 £5.15			Cheese Straws Classic oven baked cheese flavoured puff pastry twists 3 per portion	£1.00		

Additional Salad Selection

	Mixed Leaf Salad Mixed leaves with cherry tomatoes and cucumber. Small bowl (approx 5 portions) Large Bowl (approx 10 portions)	£2.75 £5.05			Salad Nicoise Mixed leaves, tomatoes, black olives, cucumber, hard boiled, egg. Small bowl (approx 5 portions) Large Bowl (approx 10 portions)	£3.55 £6.50	
	Greek Couscous Salad Couscous, peppers, tomato, onion, feta cheese and olives. Small bowl (approx 5 portions) Large Bowl (approx 10 portions)	£3.55 £6.50			Rice Salad Rice with roasted peppers and sweetcorn. Small bowl (approx 5 portions) Large Bowl (approx 10 portions)	£3.05 £5.65	
	Traditional Coleslaw Cabbage, carrot and onion in a light mayonnaise dressing. Small bowl (approx 5 portions) Large Bowl (approx 10 portions)	£3.05 £5.65			Tomato Salad Cherry tomatoes and red onion in a balsamic dressing. Small bowl (approx 5 portions) Large Bowl (approx 10 portions)	£3.55 £6.50	
	Pasta Salad Pasta with roasted peppers, onion and courgette. Small bowl (approx 5 portions) Large Bowl (approx 10 portions)	£3.05 £5.65			Potato Salad Potato and chives in a light mayonnaise dressing. Small bowl (approx 5 portions) Large Bowl (approx 10 portions)	£3.05 £5.65	

Please note all prices are exclusive of VAT

Helpful Information For You

How to place your order



This leaflet is also downloadable online in PDF format from <http://campuslife.lboro.ac.uk/delivered> Orders can be made by using the booking form found at <http://campuslife.lboro.ac.uk/delivered/booking> Enquiries can be made by calling the refresh team on **01509 234396**.

Booking early is essential

It is essential to book early to enable us to supply you with your particular order. Please allow **5 working days minimum** notice for a weekday event and **10 days minimum** notice for a weekend event. Orders can be accepted up to 2 working days prior to the event. Any orders received with less than 2 working days notice the requested menu may not be guaranteed. Bookings for Monday must be made no later than 9am on the previous Thursday as weekends are not classed as working days.

We would ask that you send you're booking details as early as possible and amend nearer the time.

Final numbers should be advised at least 2 working days prior to the event (Saturday and Sunday are not classed as working days), along with the location for delivery and collection. Please ensure, if there is a change of location that this information is given to the staff at **refresh** immediately. The final account will be issued based on these numbers unless there is a last minute increase in numbers.

Waiter/ waitress service

Waiter / waitress service is available (minimum 2 hours) at **£16.28** per hour or part hour Monday to Friday and **£17.42** per hour or part hour on Saturday and Sunday.

Tailor make your event



If you would like to discuss a menu you can call the refresh team on 01509 234396. We are always delighted to cater for special events and can offer specially tailored menus to suit your requirements. China crockery, silver flats, flower arrangements and linen tablecloths are available for VIP events.

Please note

Please note refresh is closed on all university closure days. These being Good Friday, Easter Monday and Tuesday, both May bank holidays (first and last Mondays in May), August bank holiday Monday and Tuesday (last Monday in August) and over the Christmas and new year period. We would also like to advise that during the university graduation period we are extremely busy. We would advise that any bookings during this period are sent well in advance to enable us to provide you with your requirements.



CANCELLATION CHARGE: One working day or less prior to the event 100%. More than one working day's notice, no cancellation charge (Saturday and Sunday are not classed as working days).

Please speak to us about arranging a **contract** delivered service for you to get a reduction on the **refresh** delivered service.

Menus are subject to availability and price increase.

All menu prices are exclusive of VAT.

Delivery to you



Your order will be delivered with our standard melamine crockery to the location specified for the delivery time specified and left outside of the room. All items delivered must be placed back in the delivery box for collection at the same point as delivery. Any missing items carry a charge. Please let us know if the collection location is different to the delivery location.

China crockery is available for limited numbers with a 10% charge.

We have created fully recyclable packaging for buffets. Please let us know at the time of booking if you would prefer this option.

Delivery times

Delivery service is provided free of charge Monday to Friday from 8 a.m. to 5 p.m. Last delivery times at the weekend are **3.30 p.m. on Saturdays and 12.30 p.m. on Sundays**. All deliveries at the weekend will be sent out using good quality, disposable plates, cups etc unless requested otherwise.

If delivery charges apply



Delivery of beverages carries a minimum order value of **£15.60**. This can be made up with orange juice and spring water. A surcharge will be added to orders less than the minimum value.

Deliveries of food with a total value of less than **£26.00** carry a **£8.40** delivery charge.

All deliveries on **Saturday and Sunday** carry a delivery charge of **£15.60** per delivery regardless of the size of the order. Any catering requirement for the weekend will be provided using a restricted menu. Bookings for weekend catering require a **minimum of 10 days notice**.

Storage



These recommendations will help to ensure that your delivery reaches you and your guests in perfect condition.

- When your food has been delivered, store it carefully away from direct sunlight, direct heat or draughts.
- If at all possible, ensure that fresh cream products are kept apart from strong flavoured foods.
- Be careful not to arrange your food too close to a source of heat such as a radiator.
- Keep your food covered until it is required to ensure it maintains its freshness.
- Finally, remember that food deteriorates when left out at room temperature for long periods and we advise that you consume your meal within 3 hours of receipt.

Collection

Please indicate clearly at the time of booking if we are unable to enter the room for collection. All items delivered must be placed back in the delivery box for collection at the same point as delivery, (or outside if unable to enter the room, **you should notify the booking contact should the location for collection change**).



We aim to collect the following morning. Please make sure all items are ready for collection. If any items are not collected please contact us and we will return to collect when convenient. Any returnable items missing will be charged at the replacement rate.

If you have taken the recycled packaging option it is up to you to dispose of this in the appropriate way.

Our objectives



To provide a service that offers refreshment facilities for both academic, administrative and support services. Our menu and beverage range is designed to meet the needs of the business community on the campus.

Our Delivered Service team makes over 5,500 journeys a year. We endeavour to ensure that these deliveries are on time. We aim to deliver all buffets and refreshments no more than 45 minutes prior to your request, however, there may be occasions on busy days when it will be up to 90 minutes before your requested time. All buffets will remain fresh and beverages hot within this time frame.



We will review and change the menus with a single price change each year in August.

Our food production operations are monitored and measured continually to ensure we are providing safe food. We produce all of our food on the campus.

We are passionate about what we provide and strive to ensure that our delivered service meets our published standards. Thus we will ensure that for every delivery we make our customers will always have an opportunity to provide us with feedback and comment. We value this feedback and will always respond to comments.



Please feel free to contact: Martin Tailby our Events and Project Manager on **01509 212927** M.J.Tailby@lboro.ac.uk or Monica Totterdell our Sales and Marketing Co-ordinator on **01509 234396** M.J.Totterdell@lboro.ac.uk

Wines and beers



A limited selection of wines and beers are available to accompany your order on request. Please call or email for more information.

Fairtrade

What is fairtrade?

- A trading partnership that respects producers as equal partners and seeks greater equality for them.
- A simple and balanced fair deal – the purchase of quality products to supply the consumer, and in return pay a decent price to the farmer.
- Trade not aid.



Principles of fairtrade in coffee

- Buy from producers registered with the Fairtrade Labelling Organisation (FLO).
 - Terms of trading are set in a way that ensures the price covers production costs and provides a living wage.
- Advance payment to avoid small producer organisations falling into debt.
 - If the world market goes above the minimum price, an additional 5 US cents / lb is paid.
 - Development of long term relationships that allow long term planning and sustainable production practices.