

catering menu for RIBA venues

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our menus

All our menus are prepared using fresh and natural ingredients. The menus provided are simply suggestions and we would be happy to discuss any particular requirements that you may have. Final numbers are required 5 working days in advance. All prices are subject to vat at the current rate.

contact details

catering office 020 7307 3747 catering@inst.riba.org
venues office 020 7307 3888 venues@inst.riba.org www.ribavenues.com

delegate packages

these catering packages offer excellent value for money for all types of conferences and meetings. alternatively the catering sales team are delighted to prepare tailored quotations and menus if required.

the corporate

£21.50

tea, freshly brewed coffee and biscuits on arrival
 mid-morning tea, freshly brewed coffee and biscuits
 mid-afternoon tea, freshly brewed coffee and biscuits
 lunch from our sandwich menus on page 4
 mineral water refreshed throughout the day

the business

£31.50

tea, freshly brewed coffee and biscuits on arrival
 mid-morning tea, freshly brewed coffee and biscuits
 mid-afternoon tea, freshly brewed coffee and biscuits
 lunch from our finger buffet menus on page 5
 mineral water refreshed throughout the day

the executive (minimum of 15 delegates)

£39.50

tea, freshly brewed coffee and miniature danish pastries on arrival
 mid-morning tea, freshly brewed coffee and biscuits
 mid-afternoon tea, freshly brewed coffee with hand-baked cookies
 lunch chosen from our hot and cold fork buffet menu on page 7
 mineral water refreshed throughout the day

beverage and pastry selections

tea and coffee (price per person)

freshly ground filtered coffee and speciality teas	£2.25
with a selection of biscuits	£2.50
with a selection of hand baked cookies	£3.25
with a selection of baklava	£4.95

optional extras

jelly beans or mints per bowl (average content 50)	£3.25
mineral water per bottle (75cl)	£3.25
fruit juice per litre (orange, cranberry, apple, pineapple, grapefruit)	£4.00
soft drinks per 33cl bottle (coke, diet coke, sprite, fanta)	£2.00
freshly cut seasonal fruit platter (for 10 persons)	£32.00
fruit basket (for 10 persons)	£20.00

cake and pastry selection (price per person)

miniature danish pastries	£2.95
sweet palmiers	£2.95
baby double chocolate muffins	£2.50
carrot cake	£3.50
lemon drizzle cake	£3.50
shortbread and tray bakes	£2.95
flap jack	£2.50
cinnamon donuts	£2.95

alcoholic beverages – a full bar list can be sent on request

bottled lager (becks, peroni, budvar)	£3.75
house red and white wine (75cl)	£14.50
house spirits served with a mixer (2.5cl)	£4.25
brandy (2.5cl)	£4.00
house port (50ml)	£4.75
jug of pimms (1 litre)	£19.50

snacks and nibbles

a selection of crisps, nuts, olives and cheese straws (per person)	£4.75
alternative selections: palmiers of sweet chili or cheese	

breakfasts

healthy

£ 12.50

fruit smoothies
 homemade fruit muesli
 poached egg, slow roasted tomato, wholemeal toast
 seasonal melon, grapes and mint salad
 chocolate muffins
 freshly brewed coffee, speciality teas and fruit juices

american

£11.00

assorted bagels, muffins and cookies
 freshly brewed coffee, speciality teas and fruit juices
 fruit smoothies

substantial

£11.50

warm breakfast baguettes with crispy bacon and gourmet sausages
 or with omelette and sliced tomato (vegetarian)
 served with relish, mustards and sauces
 freshly brewed coffee, speciality teas and fruit juices

continental

£8.25

freshly baked continental pastries to include a selection of
 croissants
 pain au raisin
 pain au chocolat
 served with butter, preserves and honey
 freshly brewed coffee, speciality teas and fruit juices

traditional

£15.50

scrambled egg, tomato and toast served with a selection of
 cumberland sausage
 crispy bacon
 baked beans
 mushrooms
 served with relish, mustards and sauces
 freshly brewed coffee, speciality teas and fruit juices

sandwich lunches

each menu includes two rounds of sandwiches served on a selection of granary, white and brown bread accompanied by a selection of whole fruit and lightly salted crisps.

the inventive £13.50
choose 5 sandwiches from any of the below menus (excluding the gourmet)

the vegetarian £12.00
mozzarella, mixed peppers and basil pesto (v)
seasoned egg mayo and watercress (v)
coronation smoked tofu and crispy lettuce (v)
hummus and roasted aubergine (v)

the american (served on a selection of wraps, bagels) £13.50
smoked salmon and cream cheese
smoked bacon, tomato and cream cheese
mixed vegetable and parmesan (v)
turkey, cranberry and crispy lettuce

the traditional £13.50
smoked haddock, watercress and lemon crème fraîche
rare roast scottish beef with horseradish mayo
farmhouse cheddar and homemade chutney (v)
marinated chicken and roquette salad

the continental £14.00
peppered bresaola with hummus
roast salmon, watercress and crème fraîche
mozzarella, roasted aubergine and basil pesto (v)
chorizo, tomato and leaves

the everyday £13.00
smoked back bacon, free range egg mayonnaise and salad
peppered roast breast of chicken salad
classic prawn in paprika mary-rose with a crisp baby gem lettuce
farmhouse cheddar ploughmans (v)
red onion cream cheese, vine tomato and cos lettuce (v)

the gourmet £16.50
spiced chorizo with roquette
char-grilled chicken with a lemon mayonnaise
roast peppers and aubergine with basil pesto (v)
mozzarella and vine tomato with aged balsamic (v)
smoked salmon with dill and red onion cream cheese

finger buffets

finger buffet lunches (cost per person)

£23.00

includes:

- two rounds of sandwiches (please select from the menus on [page 4](#) - with the exception of the gourmet range)
- 4 savoury items from the list below
- lightly salted crisps
- chocolate coated fruits or mini fruit tartlets

savoury selections

fish and seafood

cajun salmon skewer, citrus and coriander oil
 thai style fish cakes with a lime and chilli dipping sauce
 thai chilli tiger prawn skewers
 smoked salmon roulade, dill cream cheese
 lemon grass and ginger crayfish, crème fraîche on blini

meat

parma ham, black olive pizetta
 lebanese lamb kofta, lime and coriander soured cream
 chicken fillet skewer, sate sauce
 mini riba burgers, barbeque sauce
 chorizo and taleggio arrancini

vegetarian

mature cheddar and leek tartlets
 vegetable spring rolls, sweet chilli sauce
 warm goats cheese and black olive scones
 feta and pepper tartlet
 cream cheese, red onion and pepper pancake

(additional items charged at £3.25 per item)

fork buffets

please note that fork buffet lunches are for a minimum of 15 people

cold fork buffet – option 1 (price per person) £25.95

ballottine of salmon with lime and cucumber salsa
 chicken supreme stuffed with pistachio and apricots
 chick pea, olive and pepper salad (v)
 goats cheese, aubergine and red onion tartlet (v)
 secrets farm mixed leaf salad (v)
 cherry tomato salad, spring onions and rosemary dressing (v)
 potato salad with fresh herbs (v)

a selection of freshly baked breads

pear tart with crème anglaise
 or
 bakewell tart

cold fork buffet – option 2 (price per person) £28.50

air-dried bresaola with beetroot and parmesan crisps
 oriental salad with hoi sin, honey dressing (v)
 smoked fish platter; halibut, salmon, mackerel and trout
 crispy duck rolls with coriander and peppers
 chicken, pepper and chick pea salad, orange dressing
 okra, aubergine and sun blushed tomato salad, tomato coulis (v)
 platter of roasted mediterranean vegetables, grilled halloumi cheese (v)
 wild rice salad, coriander sultanas and almonds (v)

a selection of freshly baked breads

vanilla cheese cake
 or
 chocolate and raspberry nemesis
 or
 a selection of cheeses with oatcakes, grapes and pepper chutney

hot and cold fork buffet (price per person)

£31.00

penne pasta, olive, sun blushed tomato and pumpkin sauce (v)
 battered chicken with a rich tomato sauce
 seared salmon, tagliatelli, wild mushroom cream sauce
 feta and mediterranean vegetable tartlets (v)

secrets mixed leaf salad and shaved parmesan (v)
 steamed couscous with lemon and parsley (v)
 asparagus, rocket and pink grapefruit (v)

a selection of freshly baked breads

key lime pie
 or
 profiteroles with chocolate sauce

additional items

If any of the items within the above set menus are not to your preference, they can be exchanged for any of the items in the following selection.

hot items**vegetarian**

vegetable lasagne
 goat cheese and mediterranean vegetable quiche
 vegetable moussaka

meat

classic chilli con carne and rice
 braised beef, caramelised onion and thyme
 chicken supreme stuffed with spinach and ricotta, café au lait sauce
 breast of chicken, white grapes and tarragon sauce
 beef stroganoff

fish

rich fish pie, crème fraîche mashed potato and cheddar
 supreme of salmon, savoy cabbage and watercress sauce
 baked hake, creole sauce
 seafood ragout, spaghetti vegetables, saffron cream
 paupiette of plaice with salmon mousse, creamy pumpkin sauce
 seafood lasagne

continues on next page

cold items

vegetarian

oriental bean sprout salad

grilled aubergine, red pepper and goats cheese crumble

farfalle, cucumber and radish salad

caesar pasta salad, roasted peppers and parmigiano

pasta and roasted vegetable salad, aged balsamic

chick pea and bean salad with a spicy dressing

pasta, cucumber and radish salad, yoghurt dressing

oriental salad with hoi sin, honey dressing

new potato fresh herb and spring onion salad

avocado, mozzarella and tomato salad

cherry tomato, bocconcini and little gem salad, pesto and roasted pine nuts

meat

platter of sliced meats

fish

coronation salmon salad

smoked fish platter

seated lunch and dinner menus

3-course meal

£37.50

Please choose one item from each course that would be the most suitable for all your guests and an additional option for vegetarians if required.

starters * (£2.00 supplement)

gravadlax duo: beetroot and dill with a caper, shallot and tomato dressing
home hot smoked salmon pave, pink grapefruit and watercress, saffron lime vinaigrette
seared seabass, caramelised onion risotto and broad beans *
chargrilled tuna on crushed potato salad with fine beans *
guinea fowl pressee, red onion marmalade and mixed leaf salad
ballottine of corn-fed chicken with a cinnamon and date chutney
salad of serrano ham, artichoke and confit tomato *
cream of carrot, ginger and lemon grass soup with goats cheese croûte (v)
white onion velouté, thyme crème fraîche (v)
tomato consommé with mediterranean vegetable brochette (v)
carpaccio of mediterranean vegetables with rocket and parmesan salad (v)
griddled asparagus with slow roasted tomato served with a shallot and caper dressing (v)*
wild mushroom galette and rocket salad with a truffle crème fraîche (v)*
marinated portobello mushroom stuffed with goats cheese and pear (v)

mains * (3.50 supplement) ** (£5.50 supplement)

fillet of sea bream, dill crushed new potatoes, broccoli florets and a light tomato sauce
roast halibut, pea puree, roasted fennel and a fish red wine sauce *
sole paupiette with a salmon mousse, new potatoes and a lightly pickled vegetable nage
lime baked fillet of salmon, creamed leeks, sprouting broccoli with saffron poached potatoes
beef braised in red wine, horseradish mash potato and root vegetables
roast breast of duck, chorizo and thyme polenta, carrot purée and madeira jus *
coriander and yoghurt marinated lamb rump, with tomato lebanese rice and fine beans *
char grilled fillet of beef, hand cut chips, baby spinach, roast tomatoes with sauce béarnaise **
supreme of corn fed chicken, braised potato, creamed spinach and leeks with a thyme jus
leek and mushroom pie with a truffled vegetable panache (v)
polenta and aubergine tower, baby leeks and sun blushed tomato coulis (v)
courgette, tomato and cep tian, roast batons of sweet potato and a mushroom foam (v)

desserts * (£3.50 supplement)

dark chocolate truffle torte, white chocolate shot
sticky toffee pudding with vanilla ice cream
iced lemon soufflé with mixed berry compote
raspberry crème brûlée with biscotti
marbled white chocolate cheese cake, raspberry sorbet
blackcurrant mousse with passion fruit sorbet
vanilla pannacotta caramelised pear and sugared phyllo
key lime pie with frozen fruit yoghurt
selection of british cheese with crackers and grape chutney *

selection of speciality teas, freshly brewed coffee and petits fours

£2.50 per person

fine dining

4 course meal

£60.00

Please note this is for a maximum of 60 people.

Please choose one item from each course that would be the most suitable for all your guests and an additional option for vegetarians if required.

starters

wild mushroom consommé with truffle dumplings
braised oxtail ravioli, baby gem and madeira jus
fillet of red mullet, croustade of confit tomato and goat cheese
duck liver and foie gras parfait with grape chutney
salmon four ways, seared, beetroot, smoked and mousse
asparagus and cauliflower pannacotta with sherry dressing

mains

roasted fillet of halibut, lemon crust, confit fennel and pea puree
fillet of beef, white bean and onion cassoulet truffle jus
steamed lemon sole, celeriac, mussel and apple nage
fillet of wild bass, basil mash, roasted vine tomato sauce
char-grilled rump of lamb, boulangère potato, and rosemary jus
pithiviers of provençal vegetables, baby mozzarella with rocket pesto
roasted supreme of corn-fed chicken, turnip gratin with broad beans and tomato
polenta and aubergine tower, baby leeks and sun blushed tomato coulis (v)
courgette, tomato and cep tian, roast batons of sweet potato and a mushroom foam (v)

dessert

assiette of banana with toffee sauce
hazelnut parfait and baileys ice cream
carpaccio of pineapple with coconut parfait
warm chocolate fondant and pistachio ice cream

assiette of british and continental cheese with apple chutney

selection of speciality teas, freshly ground coffee and petits fours

We can also supplement your menu selection with an intermediate and/or an additional course such as soup, 'trou normand' – sorbet or cheese. Additional charges will apply.

canapés (minimum 8 persons)

drinks party canapés (price per person)

£17.00

roasted provençal vegetable skewers and basil pesto (v)
 chicken and apricot boudin, crispy coriander
 tuna and pickled mouli maki
 polenta with roasted peppers (v)
 scottish smoked salmon and cream cheese roulade
 duck rilette with spring onion salad

canapé party (price per person)

£23.50

cold selection:

smoked chicken and coriander in filo pastry
 baby pitta bread, hummus and poppy seeds (v)
 yorkshire pudding, roast beef and horseradish cream
 asparagus and smoked salmon with lemon crème fraîche
 crostini of marinated artichoke, pepper mousse (v)

hot selection:

mozzarella and sun blushed tomato arancini (v)
 baked pastry with seafood and fresh herbs
 mini lamb kofta and tzatziki
 salmon and haddock fish cake with a touch of lime
 chorizo, poached potato and tomato skewers

vip canapé party (price per person)

£26.00

cold selection:

mini caesar salad with sour dough croutons (v)
 peppered seared tuna with citrus salad
 brochettes of parma ham, olives and tomato
 crostini of goat cheese and roasted peppers (v)
 smoked salmon pinwheels shallot rings

hot selection:

char-grilled tiger prawns with sweet chilli marinade
 mini cumberland sausage with rosemary and mustard
 mini fishcake with tartare sauce
 marinated chicken and asparagus tartlet
 wild mushroom and truffled hollandaise (v)

desserts :

lemon meringue pie
 dark chocolate mousse
 vanilla ice cream in chocolate

wine selection

champagne & sparkling

prosecco frizzante del colli tervigiani (igt), spago, italy	£21.50
crémant de bourgogne n.v., domaine de picamelot	£26.50
champagne charles mignon nv brut, eprenay, france	£30.00
champagne palmer n.v. brut, reims, france	£38.50
champagne palmer rosé nv brut, reims, france	£42.00
laurent perrier nv brut, tours-sur-marne, france	£51.50

crisp whites

tierra alta, central valley, chile, 2008	£17.50
pinot grigio, sentito, veneto	£18.00
mas de la source réserve blanc 07/08, vin de pays d'oc	£15.50

aromatic whites

coiron, mendoza, argentina 2008	£17.50
la tourelle 2008, pays d'oc, france	£20.50
bourgogne, côte d'auxerre, pascal bouchard 2006	£24.00

full bodied whites

the raintree white, western cape, south africa 2008	£15.50
heartland 'stickleback', australia 2007	£21.00
brandal, rias baixas, spain 2008	£26.50

rosé

domaine montrose rosé, pays d'oc, france 2008	£21.50
three choirs rosé, newent, gloucestershire, england 2007/8	£23.00

fruity reds

la tourelle, pays d'oc, france 2008	£16.50
el somo 'selección', bodegas el somo, rioja, spain 2006	£23.00
mas de la source réserve rouge 07/8, vin de pays d'oc, france	£15.50

spicy reds

primitivo di puglia, castellani, iltaly 2007	£18.00
coiron, mendoza, argentina 2006	£17.50
heartland 'stickleback', south australia 2006	£22.50

full bodied reds

tierra alta, central valley, chile 2007	£18.00
château bellevue, bordeaux, france 2006	£24.50
arabella, western cape, south africa 2007	£18.00

dessert & port

de bortoli botrytis semillon, victoria, australia 05 (37.5cl)	£19.50
taylors late bottled vintage, douro, portugal 02	£35.00

catering terms and conditions

All our dishes are prepared on the premises using fresh ingredients. The menus are intended to offer a wide range of options; however we will be pleased to discuss your individual requirements in order to design a menu to suit your taste.

(v) – denotes dishes suitable for vegetarians, if you have any special dietary requirements including allergies please bring this to our attention when making your booking. We cannot guarantee that all products are free of nuts. We will cater for any special diets or vegetarian meals on request, at no extra charge.

general

All advertised prices are exclusive of vat at the current rate. All prices include our standard equipment and linen. However, we can provide a variety of styles and colours to suit all tastes, as well as unusual equipment for special occasions. Additional items will be quoted for separately.

We can provide bar services for any party within the normal licensing hours.

When booking lunch in the restaurant, a £3 per person administration fee will be charged for the transferring of the restaurant bill onto the room invoice. The payment of the restaurant bill can be settled within the restaurant directly after the lunch in order to avoid this administration fee.

Bookings that require jugs of tap water will be charged at £0.50 per person to cover jug hire, glass washing and labour.

We will endeavour to provide you with your chosen wine, however if a particular vintage is unavailable we will substitute it with the next available vintage or a wine of similar value and style. Should you wish to provide your own wines we will make a charge of £10.00 per 70cl or 75cl bottle of wine and £27.00 per bottle of champagne, liqueur at £45.00 per bottle and £2.00 per beer or lager.

Unless prior agreement is reached a charge of £19.00 will be made for any member of staff working later than 23:00 hours and therefore unable to take the last reasonable and safe means of transport home, thus having to take a minicab/taxi. We make additional charge of 15% of the total staff costs for events held on Sundays and bank holidays.

Should your event be more than 30 minutes late in starting or continue for 30 minutes later than planned we may have to make an additional charge to cover the increased staffing costs.

For conferences and meetings when timings are stipulated we will endeavour to deliver refreshments up to 15 minutes prior to the original requested time.

All our prices include what we believe to be a suitable number of staff to provide a first class service. If however you have any special requests we will be happy to discuss these with you. Should these requests require us to provide additional staff to facilitate them there will be an additional charge.

For party bookings a staff charge will apply as follows unless agreed otherwise in writing prior to any signed agreement.

- Silver service / Waiting staff £13.50
- Bar staff / Flair barman £13.50
- Chef de partie £18.00

The above costs are per staff member per hour.

For conference bookings and meetings where a fork or a finger buffet luncheon is booked, a charge of £4.50 per guest will be added should you require table service and dinner settings to be laid for your guests.

Our quotations are based on the number of guests that are confirmed to us at the time of quotation. Any variance in these numbers may result in a change of price. All catering requirements should be confirmed to the catering manager no later than 5 working days prior to the function.

Final numbers of guests must be confirmed with us no later than 12.00 noon, 5 working days in advance of the function. Final costs will be based on this figure. However in many cases we are able to cater for slight changes in numbers up to 48 hours before the event. Please note we cannot accept responsibility for messages left with a third party.

We require ten days notice for a cancellation. Thereafter clients will be charged a percentage of the price depending on the costs that the catering team has incurred up to the point of cancellation. Cancellation within 72 hours of the function will be charged at full price.

Clients are not allowed to bring in their own food or drink.