Charlton House is pleased to offer a full range of hospitality services from Tea and Coffee to Lunch Menus.

This booklet outlines the menus and refreshments that we have to offer.

However, if you have any special requests or dietary requirements, please feel free to discuss them with the Catering Manager.

Please allow at least 2 working days notice for all food and beverage requirements, as we cannot guarantee to fulfil your requirements should less notice be given.

24 hours notice is required if you should wish to cancel your hospitality request. If less than 24 hours notice is given it is possible a charge will be incurred.

How to order

Please log your booking on the FM Online site at http://www.admin.ox.ac.uk/estates/fm/fmonline/ and make a note in the comments column of any special dietary requirements your guests may have.

Please ensure all the appropriate information is provided including your Cost Centre.

Please contact Site Facilities – facilities@admin.ox.ac.uk if you need assistance.

You can always pop down to The Café and have a chat with us to discuss your catering needs or email roqcater@admin.ox.ac.uk

Bookings over 25 people or outside our normal service hours may incur extra charges and must be arranged with the Catering Manager.

Barry Eaton - Catering Manager 01865 615395

Service times:
8am – 4pm.

For those with special dietary requirements or allergies, who may wish to know about the food or drink ingredients used, please call Catering on 01865 615395
HOSPITALITY BEVERAGE TRAYS

TRADITIONAL BEVERAGE TRAY
Fresh ground fair-trade coffee
Breakfast and specialty tea

£1.10

With a side of biscuits

£1.75

MORNING TRAY
Fresh ground fair-trade coffee
Breakfast and specialty tea
A Selection of Croissants with Jam & Butter
Freshly Baked Danish Pastries
Fresh Orange Juice

£5.50

AFTERNOON TEA TRAY
Fresh ground fair-trade coffee
Breakfast and specialty tea
Selection of traditional Rich Fruit Cake & Freshly Baked Scones with Jam & Clotted Cream

£4.75

Soft Drinks
Mineral Water Still or sparkling £1.90 per litre
Orange or Apple Juice £1.50 per litre
Soft Drinks: (Coke, Diet Coke, Sprite, Fanta) 85p per can
HOSPITALITY BREAKFASTS

HEALTHY CONSCIENCE BREAKFAST

Freshly cut fruit platter
Shot glasses of natural low fat yoghurt with a granola topping & fresh fruit coulis.
Freshly ground fair trade coffee, breakfast and speciality tea, fresh orange juice

£5.40

TRADITIONAL WORKING BREAKFAST

A selection of Warm floured soft baps filled with crispy bacon and Cumberland sausages and
English muffin with field mushroom & scrambled egg
Selection of fruit granolas
Freshly ground coffee, breakfast and speciality tea, fresh orange juice

£6.00
HOSPITALITY
WORKING LUNCHES

LIGHT SANDWICH LUNCH
A selection of fillings on sliced breads from our current weekly menu.
1 round per person, served with Kettle Chips
£3.80

TRADITIONAL SANDWICH LUNCH
A sandwich lunch with assorted breads and fillings from our current weekly menu.
1.5 Rounds per person, served with Kettle Chips and a Seasonal Fruit bowl
£6.00

GOURMET SANDWICH LUNCH
A sandwich lunch with assorted breads and fillings from our current weekly menu.
1.5 Rounds per person
Garden Vegetable sticks & Olive pastry twists with Houmous Olive & Feta Pots Kettle Chips and Seasonal cut fresh fruit
£7.85
FINGER FOOD ADD ONS

Choose any of the items below to add to your buffet

SAVOURY FINGER FOOD

- Mini Hand Raised Pork pie with Ale Chutney
- Tandoori Chicken Skewer with Minted Yoghurt Dip
- Wiltshire Bacon, Leek & Oxford Blue Cheese Quiche
- Cajun Salmon Skewer
- Marinated King Prawn Skewer
- Salmon & Leek Tart
- Indian Vegetarian Selection with Mango Chutney (V)
- Goats Cheese & Onion Tart (V)
- Garden vegetable Sticks with Houmous & Tzatziki (V)

£1.60 per person

SWEET FINGER FOOD

- Mini Chocolate Brownie
- Mini Carrot Cake
- Mini Lemon loaf
- Mini Berry Crumble Loaf
- Mini triple Chocolate Loaf
- Mini Jam Doughnuts (3 per person)

£1.60 per person

FRESH FRUIT

- Seasonal cut fruit
- Whole fresh fruit

£1.60 per person

60p per piece