



EVENTS AT UCL

AUTUMN WINTER 2025

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WHY US?



Ethical & Sustainable

We reduce our environmental impact through delivering a primarily plant-rich & disposable-free hospitality service, mainly on foot! (when not possible we use electric vehicles) This commitment to ethical and sustainable practices is ideal for those who want to prioritize environmental responsibility.

Professional

We provide a full service, including set up, clear up, and even assist with event organisation. Our team of event managers and head chef tailor their services to your specific needs and budget.

Convenient

Our events team will look after all your catering needs so you can focus on the rest of your event

Safe

We take allergens and food hygiene seriously, ensuring that all necessary precautions are taken to provide safe food options. This commitment to safety is essential for the well-being of event attendees.

Delicious

Our commitment to sourcing high-quality, fresh, and locally produced ingredients ensures that the food we serve is not only sustainable but also delicious.

HOW TO BOOK



To book, please visit:

<https://ucl.hospitalitybookings.com>

You will need to login to our system and have the following things to place an order:

- **A room booking reference number**
- **A valid PTAE code**
- **Date and time**

The Project, Task, Award and Expenditure (PTAE) codes must be separated by a hyphens (-) with no spaces in between. The general expenditure code for food and drinks is 22151.

For example: XXXXXX-XXX-XXXXXX-22151

However, please be aware that not all Projects (P) or Awards (A) codes allow the 22151 expenditure code. Hence, upon booking please ensure that the full PTAE code is valid and not just the PTA. If it is incorrect, we will need to contact you at the end of the month for a new PTAE code.

Ensure that you have booked furniture and cleaning for your catering via the Room Bookings team. This is not a service we provide. You will be charged if furniture has not been arranged and there is nowhere to leave catering.

roombookings@ucl.ac.uk

We kindly request the cut off times for hospitality orders:

Beverages: 3 Full Working Days

Food: 5 Full Working Days

Contact Us

Monday to Friday
9.00 am to 5.00 pm

Website

www.foodatucl.com/hospitality

Phone

0207 679 2153 or 07471 006 301

Email

UCLHospitality@gatherandgather.com

For bespoke menus or help with events email our event managers at main campus:

Gina.Driver@gatherandgather.com

Hayley.Gosling@gatherandgather.com

Maria.Thorpe@gatherandgather.com

or our event manager at UCL East

Veronika.Matohlinova@gatherandgather.com

Dietary Requirements

Please let us know of any special dietary requirements, allergies and intolerances.

All hospitality will be provided with a full allergen matrix and we are happy to answer any questions you have.

Please be aware all our food items are prepared in a kitchen that contains all allergens and cannot guarantee completely free of allergen traces. Click here to view our full [Terms & Conditions](#).



TEA, COFFEE & BREAKFAST

Tea & Coffee (minimum order 5)

Fairtrade tea and speciality filter coffee	£2.90
with home baked biscuits	£4.90
with mini pastries	£5.45
with mini tray bakes	£6.00

Extras (minimum order 5)

Selection of home baked biscuits	£2.00
Selection of mini pastries	£2.55
Selection of traybakes	£3.10
Selection of cakes	£4.00

Baker's Breakfast (minimum order 5)

Fairtrade tea and specialty filter coffee	£12.70
Filtered still water	
English Apple Juice	
Selection of pastries	
Yoghurt pot with mango & granola	
Pea & potato hash brown	



All our tea & coffee orders come with
oat milk as well as dairy milk

V - Vegetarian, VE - Vegan, NGCI- non gluten containing ingredients

SANDWICH LUNCHES



If you'd like to adjust these menus to fit your needs, we can source a range of healthier snacks, meat based sandwiches, or delicious soft-drinks. - just ask!

Individually Packaged Lunch, Perfect for On the Go!

Classic Sandwich Packed Lunch

Minimum order 5

Chef's choice of:

Cheddar Ploughman's V
Egg Mayonnaise V
Hummus & Falafel Wrap VE
Cheese & coleslaw V

- Seasonal piece of fruit
- A bag of Crisps
- Water Can

£11.50
per bag/person

Chicken & sweetcorn
+£1.00 per person

Premium Sandwich Packed Lunch

Minimum order 5

Chef's choice of:

Coronation chickpea & onion bhaji VE
Ploughman's baguette V
Egg & Spinach V
Falafel & sweet potato in beetroot wrap VE

- Seasonal piece of fruit
- A bag of Crisps
- Water Can

£13.50
per bag/person

Chicken & n'duja wrap
+£1.00 per person

Or why not have a selection and share

Sandwich Selection Platter V/VE

Minimum order 5

One and a half freshly prepared deep filled sandwiches on a variety of white, wholemeal bread and wraps. Also includes:

- Seasonal Fruit Bowl
- A bag of Crisps
- Still & Sparkling Filtered Water

£11.00
per person

Meat Selection
+£1.00 per person

Working Sandwich Lunch V/VE

Minimum order 10

One and a half freshly prepared deep filled sandwiches on a variety of white, wholemeal bread and wraps. Also includes:

- Two dishes, Chef's choice
- Seasonal Fruit Bowl
- A bag of Crisps
- Still & Sparkling Filtered Water

£18.50
per person

Meat Selection
+£1.00 per person

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SHARING SNACKS

Finger food £2.35 each

minimum order 10

Samosas VE

Spring Rolls VE

Spinach pakora VE NGCI

Gyoza VE

Chicken sausage roll +£1

Sharing snacks

minimum order 10

Pick 2 snacks for £5.50pp

Pick 4 snacks for £10.00pp

Pick 6 snacks for £15.00pp

Onion bhajis VE NGCI

Beetroot falafel with hummus VE NGCI

Feta & spinach samosa V

Mushroom arancini V

Poppadom's & aubergine chutney VE

Norimaki VE NGCI

Garlic & parsley savory bites V

Mango & brie parcels V

Cranberry & brie wontons V

Asian rendang bites VE

Smoked Mackerel pate, melba toast +£1

Mini pork pie +£1

Great to
serve with
drinks!



BUFFET

Fresh, Flavourful & Perfect for Any Occasion

Our fork buffets are a delicious, hassle-free way to enjoy a variety of freshly prepared dishes served cold, a different menu each day of the week.

Each buffet is thoughtfully created with seasonal ingredients, offering a selection of vibrant salads, hearty mains, and artisan sides. To complete the experience, **every buffet is served with a selection of cakes and traybakes**, perfect for a sweet finishing touch.

£25.50pp | Minimum Order: 20

BUFFETS



**MONDAY
TURKISH**



Meze - Aubergine & Yoghurt dip,
hummus & Muhammara Dip VE
Borek - filled pastry V
Pilav Rice VE
Mercimek Koftesi - Lentil balls VE
Spiced Red pepper flatbread VE
Swap to spiced chicken flatbread+£3



**TUESDAY
FRENCH**



Lentil Chasseur VE
Ratatouille VE
Blue cheese, pears, honey & thyme
tarts V
Parisian Salad V
Carrot Escabeche VE
Swap to trout escabeche +£3



**WEDNESDAY
MEDITERRANEAN**



Roasted beetroot, burrata, orange,
pistachio & mint dressing V
Roasted butternut squash, labneh,
walnut & sage pesto V
Polenta, cacciatore sauce VE
Baguette, tomato, chive aioli VE
Minestrone style butterbeans VE
Add chorizo to your butterbeans +£3



£25.50pp | Minimum Order: 20

Each Buffet is served with a selection of traybake and cakes
V - Vegetarian, VE - Vegan, NGCI- non gluten containing ingredients



THURSDAY VIETNAMESE



- Spicy green noodles VE
- Fried vegetable spring rolls VE
- Green papaya salad VE
- Prawn Crackers* contain crustacean
- Shitake & basil fried rice VE
- Add crispy duck to your rice +£3



FRIDAY SCANDANAVIAN



- Pink peppercorn pickled fennel, celeriac, beetroot salad, lentil hummus, rye bread VE
- Pickled caraway red cabbage, fresh horseradish, radishes VE
- Potato, cottage cheese & dill pancakes, sour cream V
- Parmesan cheese straws V
- Mustard and dill cream orzo V
- Add pork meatballs to the orzo +£3



£25.50pp | Minimum Order: 20

Each Buffet is served with a selection of traybake and cakes
 V - Vegetarian, VE - Vegan, NGCI- non gluten containing ingredients



BELAZU



LONDON



SOMETHING LIGHTER



Did someone say picnic?



London 'Picnic' Larder

Our London Larder is sourced from New Covent Garden Market showcasing the best of British Producers

- Selection of artisan bread
- Two chef's choice of salads of the day
- Selection of British cheeses, oat biscuits, ale chutney and grapes
- Spinach & Feta turnover
(swap for our meat option - Fennel sausage arancini +£4.50)
- Polenta, red pepper & courgette savoury muffin, pesto cream cheese dip
- Mini baked vanilla cheesecakes

£19.00pp | Minimum order 10



Snack Bowls

(serves 4-6)

Crisp bowl VE	£4.00
Vegetable crisp bowl VE	£4.50
Gordal olives VE	£5.70
Popcorn VE	£4.00

CONFERENCE PACKAGES



We offer two types of delegate packages featuring our seasonal fork buffets, which are great for conferences, but if you want something else just email us

HALF DAY DELEGATE

On arrival

Fairtrade tea and specialty filter coffee
Still and sparkling filtered water
Home baked biscuits

Lunch

Please see our seasonal fork buffets which can be found on page 8-10 for your group (which includes a selection of traybakes and cakes)
Served with Fairtrade tea and specialty filter coffee
Still and sparkling filtered water

£30.00pp | Minimum order: 20

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FULL DAY DELEGATE

On arrival

Fairtrade tea and specialty filter coffee
Still and sparkling filtered water
Selection of pastries

Mid-morning

Fairtrade tea and specialty filter coffee
Still and sparkling filtered water
Selection of home baked biscuits

Lunch

Please see our seasonal fork buffets which can be found on page 8-10 for your group (which includes a selection of traybakes and cakes)
Served with Fairtrade tea and specialty filter coffee
Still and sparkling filtered water

Afternoon Tea

Fairtrade tea and specialty filter coffee
Still and sparkling filtered water
Selection of cakes

£43.95 pp | Minimum order: 20

V - Vegetarian, VE - Vegan, NGCI- non gluten containing ingredients



CONFERENCE PACKAGES

CANAPES

Chef's choice of:

-  **B** Low Carbon Papdi chaat vol au vont **V**
-  **E** Very High Carbon Rye bread, whipped feta, ve-duja, pumpkin seeds **V**
-  **B** Low Carbon Bruschetta, tapenade, soused cherry tomato, crispy sage **VE**
-  **A** Very Low Carbon Soy watermelon, beetroot hummus, vegan xo blinis, chives **VE NGCI**
(Add trout +£1)
-  **B** Low Carbon Sesame cracker, hoisin aubergine, mooli, pickled red chili, coriander cress **VE NGCI**
(Add hoisin chicken +£1)
-  **C** Medium Carbon Polenta, roasted squash, pesto emulsion, parmesan **V NGCI**
-  **A** Very Low Carbon Pea and potato rosti, cream cheese, baby courgette, vegan bacon, pea shoot **V NGCI**
-  **B** Low Carbon Mini apple crumble tart, cranberry compote, cinnamon **VE**
-  **C** Medium Carbon Mini blueberry muffin, Chantilly, white chocolate feather **V**

4 Canapes £15.20pp | 6 Canapes £22.80pp

Minimum order 20

Maximum order 100

Please contact us directly for large canapes events

V - Vegetarian, VE - Vegan, NGCI- non gluten containing ingredients





SOMETHING SWEET

Tray Bake Selection

Chef's Choice of tray bakes:
 Brownie
 Millionaire's Shortbread
 Hazelnut Financier
 Bakewell Slice

£3.10 pp
Minimum Order: 5

Cake Selection

Chef's Choice of Cakes:
 Red Velvet
 Lemon Poppy seed
 Chocolate Beetroot
 Carrot Cake

£4.00 pp
Minimum Order: 5

Home Baked Cookie Selection

Selection of Cookies:
 Oat & Raisin
 Double Chocolate
 Milk Chocolate Chip
 White Chocolate Chip

£2.00 pp
Minimum Order: 5

Mini Pastries Selection

Selection of Pastries:
 Croissant
 Pain Au Chocolat
 Pain Au Raisin
 Danish Pastry

£2.55 pp
Minimum Order: 5

AFTERNOON TEA



Union Roasted Filter Coffee

Selection of Fairtrade Teas

Sparkling Elderflower

Selection Of Sandwiches:

Egg Mayonnaise & Cress V

Ploughman's V

Coronation Chickpea VE

Chicken Caprese (+ £1)

Selection Of Mini Cakes By Luminary

Bakery:

Flourless Chocolate & Salted Caramel **V NGCI**

Plant-based Victoria Sponge **VE**

Carrot Cake **V**

Homemade Mini Scones With Clotted Cream & Jam **V**

£26pp | Minimum 20

+£5 A Glass Of Fizz (Sparkling Wine Or Non-alcoholic Mocktail)

We work with social enterprises and charities to produce a delicious afternoon tea that drives positive change with every bite & slurp you take!

To learn more visit:

www.luminarybaker.com

www.nemiteas.com

www.wellgrounded.org

LUMINARY BAKERY

Great cake, great impact

We work with **Luminary Bakery** which is a **social enterprise** and makes amazing cakes! Luminary provides training, employment and community to some of the most disadvantaged women in London. They work alongside women who have experienced gender-based violence and live with 'multiple disadvantage'.

They use baking as a practical, creative, and therapeutic tool to **take women on a journey toward employability and entrepreneurship**. Through the tailored programs, participants learn not only how to bake but also develop transferable skills that open doors to the professional world.

From hands-on baking courses to work experience in their café, and paid employment within the bakery, **Luminary is designed to holistically support women as they work toward independence and brighter futures**.

And this is why we love working with them!

Women empowering women



SIT DOWN DINING



November/December Menu

Starter

Cauliflower cheese terrine croquette, grape mustard aioli, pickled leaves, golden raisins **V**

Jerusalem artichoke terrine, shitake mushroom, sunflower seed soda bread, seaweed butter **V**

Crispy brussel sprouts, hazelnut emulsion, pickled kohlrabi, parmesan **V**

Main

Salt baked celeriac, roasted celeriac puree, spiced apple chutney, truffle crumb, fraise, vegan bacon, cider and cream reduction **V**

Pumpkin and ricotta cannelloni, cordyceps, Kale pesto **VE**

Leek and caramelised onion tart, leek puree, Dauphinoise potato, cheddar sauce, crispy cabbage **V**

Braised short rib & pearl barley risotto, king oyster mushrooms
+£5

Desserts

Chocolate fondant, blackcurrant & clotted cream ice-cream **V**

Pineapple & ginger cake, orange anglaise **V**

Sticky toffee pudding, date puree, roasted quince, sticky toffee sauce **V**

3 courses for £53.00 | Minimum order 6

Please choose one option from each course

Fancy a Little Extra

Cheese plate **V £9pp**

Fairtrade tea and specialty filter coffee with petit fours **V
£4.80pp**

SOFT DRINKS

Our still and sparkling filtered water is served in reusable water bottles rather than disposable to reduce waste.

Still & Sparkling filtered water	750ml	£2.20
English Apple Juice	750ml	£3.70
Jugs of Peach iced tea	750ml	£4.00
Jug of Elderflower Presse	750ml	£4.00
Selection of Coca-Cola, Diet Coke, 7up, Fanta	330ml	£1.85
Selection of Cawston Press sparkling juice	330ml	£1.95
Selection of Dash Water	330ml	£2.60
Selection of Karma Drinks (Gingerella, Raspberry Lemonade, Cola (sugar free), Lemonay Lemonade, Orangeade)	250ml	£2.10
Selection of Glug juices	330ml	£2.60
Selection of Hip Pop Kombucha	330ml	£2.60



Items need to be reused between **100-250 times** (CIRAIG, 2019) before their environmental impact is lower than disposables.

You will incur a charge if items are taken.



BEERS



NO ALCOHOL

Peroni 0%	£3.80
Lucky Saint 0.5%	£3.80
Koppaberg Strawberry 0%	£3.95
Kopparberg Mixed Berry 0%	£3.95

LOW ALCOHOL

Shandy Shack IPA	£3.80
Shandy Shack Pale Ale	£3.80
Shandy Shack Elderflower	£3.80

BEERS

Peroni 5.1%	£4.00
Birra Moretti 4.6%	£4.00
Gluten Free Peroni 5.1%	£4.00

LOCAL BREWERY

Classis Helles Lager 4%	£4.00
Metroland Session IPA 3.8%	£4.00
Dream Factory Pale Ale 4.4%	£4.00

WINE LIST



FIZZ

Veuve de Valmante Brut	France	£24.00
Prosecco	Italy	£25.00
Cava Brut	Spain	£28.00
Blanquette de Limoux	France	£32.00

White

Pardillo/Chardonnay	Spain	£19.00
Chardonnay	Australia	£20.00
Vinho Verde	Portugal	£24.00
Sauvignon Blanc	New Zealand	£25.00
Albarino	Spain	£26.00
Chenin Blanc	France	£28.00

Red

Shiraz/Tempranillo	Spain	£19.00
Sangiovese Allegri	Italy	£20.50
Pinot Noir	Macedonia	£22.50
Primitivo	Italy	£26.00
Cotes du Rhone	France	£28.00

ROSE

Languedoc Pale Rose	France	£22.00
Bardolino Chiaretto	Italy	£27.00

All our wines are by Ellis Wines and are vegan or vegetarian.

SEASONAL COCKTAILS

Infused with flavour and elements of the season, the **Harvest Punch** is a must for your next fall gathering!

Harvest Punch 1L £22.00

Autumns Fall (non alcoholic)

Can be served warm or cold,
please specify on booking 1L £10.00

Our cocktails are served in 1 litre jugs (or in a flask) or if you have a crowd we can serve in an 8 litre drinks dispenser, perfect for serving. You will receive garnish and glasses for your pre made cocktail.





ADD ONS

**Need a little extra?
We have you covered!**

We can supply extra items for your event to help in the overall event experience, you can even book serving staff.

Our service staff are **£120 for 4 hours**, we usually recommend one service staff member per 50 people but this event dependent so always best to email our team at UCLHospitality@gatherandgather.com to confirm what is best for your event!

We also can supply black tablecloths at **£7.50 each** to cover your catering table for a smarter set up.

If you have a specific theme in mind we will always be happy to enquire with our linen company about sourcing other coloured tablecloths for you.

To add tablecloths or service to your event visit the sundries tab when booking.

If it's a formal dinner we can even source and set up a floral centre piece for you.

BESPOKE



Our bespoke event services are Award Winning!

If you fancy something a little different, we can definitely assist!

Just contact one of our Event Managers and they will be able to work with you to bring your vision to life!

Main Campus:

Gina
Gina.Driver@gatherandgather.com

Hayley
Hayley.Gosling@gatherandgather.com

Maria
Maria.Thorpe@gatherandgather.com

UCL East:

Veronika
Veronika.Matohlinova@gatherandgather.com

We have previously completed:
3 course dinner in Wilkins refectory for 236 guests
Student Care packages
Graduation packages
Mad Hatter Tea Party
Sweet cart for student engagement
Breakfast canapes
Seasonal themed events and many more.



MAKE YOUR EVENT SUSTAINABLE IN 3 EASY STEPS

Reusable crockery



We use reusable platters, plates, cups rather than disposables. Please ensure these are returned to us to ensure they are used for our events across campus.

Even better, bring your own coffee cup to take your coffee, less waste!

Donate un-needed food



We get it, plans change and less people show up than registered.

Just let us know at point of delivery, or before delivery, and we can take the excess portions away and donate it for you to St Mungo's Homeless Hostel as long as it has not been served yet

Help us feed bellies not bins.

Powered by plants

We support the UCL campaign 'Powered by Plants' to reduce your department's carbon footprint by switching to 100% plant-rich catering.

Choosing only A or B carbon-rated menu options will help you & your guests remain within planetary boundaries.



Sign your department up to the pledge and switch to fully plant-based catering.

TERMS & CONDITIONS

- G&G is UCL's sole chosen provider of hospitality and catering across the campus.
- Ensure that the room booked is suitable for the consumption of food and has step free access.
- The food options in this brochure are for service and delivery between Monday to Friday 9 am to 5.30 pm. A member of our team will be happy to discuss possible options if your request falls outside of these hours (Please note a minimum spend may apply).
- The layout of certain buildings may, for health and safety reasons, restrict the service we can offer.
- Deliveries will be made to the location you requested, please ensure someone meets the delivery so it is not left unattended. Gather and Gather take no responsibility for deliveries after they have been made.
- All food is for immediate consumption, it can only be out for 90 minutes.
- All the hospitality equipment delivered must stay in the room. Any missing equipment will be charged.
- Cancellation Charges:
 - 2 working days notice given - 100% of bill
 - 4 working days notice given - 50% of bill
 - 5 working days notice given - 0% of bill
- Final numbers and allergens must be confirmed at least **1 week** before your event
- Invoices are generated automatically in the hospitality booking system. A confirmed PTAE code needs to be applied to confirm booking. Hospitality will be charged monthly to your department.
- All tariffs are per person and exclude VAT at the current rate.
- £25 minimum spend on all orders
- [Click here](#) for the full T&Cs. By placing an order you are agreeing to the Terms and Conditions

