

## EXHIBITOR CATERING SELECTOR

### FRESH FRUIT

Fresh Fruit Basket	20.00
Sliced Fresh Fruit Platter (small)	20.00
Sliced Fresh Fruit Platter (large)	30.00

### SAVOURIES

Assorted Croissants & Danish (20)	35.00
Breakfast Baps (10)	35.00
Brownies & Cookies (10)	15.00
Seasonal Luxury Biscuits	25.00
Box of Shortbread (200)	48.00
Kettle Chips & Dips (10)	25.00
Standard Assorted Sandwiches 10 rounds (24hrs notice)	35.00
Luxury Assorted Sandwiches 10 rounds (48hrs notice)	39.50

<b>SAVOURY PLATTER (serves 10, 48 hours notice)</b>	<b>65.00</b>
lamb koftas, yakatori chicken, mini Indian selection, vegetable devil bites, hot & spicy potato wedges	

<b>FINGER FOOD PLATTER (serves 10)</b>	<b>65.00</b>
selection of sandwiches on a variety of breads, sliced fresh fruit, Kettle chips & dips	

### CANAPÉS

Selection of 30 Cold Bites (72hrs notice)	50.00
Selection of 30 Hot Bites (72hrs notice)	60.00

### HOT BEVERAGES

<b>Flask of Tea or Coffee</b>	<b>15.40</b>
includes disposable cups, milk, sugars, stirrers	
<b>Refreshment Pack (200)</b>	<b>150.00</b>
coffee machine, kettle, filter coffee, teabags, uht milk portions, box of sugar cubes, disposable cups, stirrers & a tin of biscuits	
<b>Flavia Pack,</b>	<b>195.00</b>
flavia hot drinks machine (3kw), 20 espresso roast coffee, 20 Columbian coffee, 20 choco, 40 x English breakfast, 40 creamy topping, 120 milk jiggers, box biscuits, 100 disposable cups, 100 stirrers & sugar sticks	

### REFRESHMENTS . all delivered with disposable glasses

Mineral Water Litre	2.95
Fresh Fruit Juice Litre	3.75
Canned Sodas (6)	5.00
Still Water 500mls (6)	8.00
Bottled Beers (6)	20.00
House Wine	14.95
Smoothies	2.95
Sparkling Wine - Rosé	19.95
House Champagne	45.00

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All Prices Quoted are Exclusive of VAT

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**ELECTRICAL per show, electricity supply not supplied**

Kettle	20.00
Coffee Filter Machine	35.00
Water Cooler	50.00
includes 1 x 19 litre water and plastic cups	

**EQUIPMENT HIRE PER SHOW HIRE \***

Corkscrew	5.00
Glass Jugs	8.50
Linen Cloth	10.00
Large Bowl	10.00
Crockery (12 x cups, saucers, teaspoons)	10.00
Wine Glasses (12)	12.00
Slim Jims (12)	12.00
Ice Bucket & Tongs	20.00
6ft Trestle Table	17.50

**SUNDRIES**

2litres of Milk	2.75
Sugar Cubes (500g)	2.75
UHT Milk Jiggers (100)	10.00
Additional Flavia Sachets (20)	12.50
English Breakfast Tea Bags (100)	15.00
19litre Water Bottle (150 x plastic cups)	20.00
Instant Coffee 750g Tin (24hrs notice)	35.00

**DISPOSABLES**

Refuse Sacks (5)	2.50
Glasses (100)	5.00
Napkins (100)	8.00
Stirrers (1000)	10.00
Cups (100)	10.00

We are unable to supply host/hostess to exhibition stands but are happy to supply contact telephone numbers if required

\* All items are subject to individual charges for replacement due to loss or damage

**STAND CATERING ORDER PROCEDURES**

1. Please confirm orders as soon as possible on receipt of this form.
2. We are delighted to take short notice and on the day orders, however these will be subject to a restricted food and drink choice, availability and a given delivery time.
3. Pre-payment for all orders must be received prior to any stand delivery.
4. All food/drink deliveries will be subject to an authorised signatory at the stand at the time requested. Should authorisation not be available, the food/drink will be redelivered at a later time for signature. The time of the delivery will be noted and food safety issues highlighted.
5. Leith's Ltd is the sole caterer on site. The exhibition organiser is aware a charge for estimated loss of income will be made to all stands providing their own catering.
6. Should prior agreement be reached to allow a stand to provide their own catering, these stands could be subject to Environmental Health Officer inspection

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## **STAND CATERING TERMS AND CONDITIONS DEFINITIONS**

**Reservation** is the written request of the Customer for which Leiths Ltd accepts upon these conditions, services and goods.

**Leiths Ltd** is Compass Group trading as Leiths Ltd and its employees.

**Customer** is the person, firm or other body contracting to purchase services and goods.

**Scottish Exhibition + Conference Centre** is the conference and exhibition centre and premises situated at Queens, Dock, Finnieston, Glasgow G3 8YW

**Event** is the event situated within the demise of the Scottish Exhibition + Conference Centre site in respect of which the customer has made a booking and are services/goods for which a customer has made a booking with Leiths Ltd.

### **1. STAND CATERING RESERVATIONS**

1.1 Provisional reservations will state the minimum guaranteed price for the order.

### **2. PAYMENT TERMS**

2.1 Cheques are to be made payable to Leiths Ltd. All payments to Leiths Ltd must be paid in pounds sterling.

2.2 Acceptable methods of payment for Leiths Ltd are Cash, Cheques along with suitable bankers guarantee card, or by prior arrangement a recognised major credit card: Visa, MasterCard, American Express.

### **3. CANCELLATION**

3.1 Leiths Ltd reserve the right to cancel a Stand Catering Order in the event of the customer materially failing to perform any of its obligations.

### **4. SUPPLY OF ADDITIONAL GOODS OR SERVICES**

4.1 The customer to pay Leiths Ltd charges for any goods and services provided by Leiths Ltd at the request of the customer, or any person purporting to act on behalf of the customer and having ostensibly authority to do so unless

covered by other provisions of the contract.

### **7. FORCE MAJEURE AND LIABILITY**

7.1 If Leiths Ltd is prevented from carrying out its obligations hereunder by circumstances beyond its reasonable control including (without limitation) Government intervention, strikes, labour, disputes, accidents, acts of God, national or local

disasters or war or any event causing the whole or a substantial part of The Scottish Exhibition + Conference Centre to be closed to the public then Leiths Ltd may:

7.1.1 Cancel the order and refund the amounts already paid by the Customer and shall have no further liability to the customer.

7.2 Leiths Ltd does not accept liability for loss of or damage to any object, equipment, furniture, stock or other property of any sort bought on to the premises by the Customer or hired by Leiths Ltd on the Customers behalf howsoever such loss or damage may occur unless as a direct result of Leiths Ltd negligence. The Customer acknowledges that any such objects, equipment, furniture, stock or other property of any sort will remain under the control and care of the Customer and that

the Customer is in the best position to insure such property and accordingly it is reasonable for Leiths Ltd to exclude liability for such property to the extent referred to above.

7.3 Nothing in this clause affects Leiths Ltd liability for personal injury or death suffered by the Customer or any third party as a result of Leiths Ltd negligence.

### **8. LICENSING REGULATIONS**

8.1 The customer will ensure that the event will not be conducted and that its guests will not behave in a way which will or may constitute a breach of the law, or cause a nuisance, or be an infringement of or occasion for or render possible forfeiture or endorsement or non renewal of licenses for Leiths Ltd.

8.2 Leiths Ltd as licensee reserves the right to exclude or eject any persons from an event on The Scottish Exhibition + Conference Centre premises who it shall reasonably consider to be an objectionable (including any person engaged by the

Customer to provide production, entertainment or perform any other duties at the function). The Customer will be liable for any liability arising thereby saves where the Customer establishes negligence or bad faith by Leiths Ltd. The Customer shall indemnify Leiths Ltd in respect of any claims whether from guests, staff or otherwise.

### **I HAVE READ AND UNDERSTOOD THE ORDER DETAILS AND TERMS AND CONDITIONS**

**SIGNATURE:**

**DATE:**

**NAME (print):**

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