

# External Catering Order Form – CAE

## Booking Information (All fields with \* are mandatory)

Requested by:*		Contact person: *	
Contact number: * eg x0000		Start Time Required: * eg 10:00	
Date Required: * eg 00/00/00		End Time: * eg 14:00	
		Room number: *	
Subject Name:		Number of Attendees: *	

**PLEASE COMPLETE THE RELEVANT SECTION(S) BELOW TO ENSURE WE QUOTE YOU FOR THE CORRECT CATERING OPTION(S) ENSURING YOU ADD THE TOTAL NUMBER OF PEOPLE REQUIRING CATERING!**

## Coffee and Tea Options

Description	Price per person	No. of people		Special Dietary Requirements? CTRL & click to select multiple options
Continuous tea & coffee Full Day	\$7.00			
Continuous tea & coffee Half Day	\$4.00			
Continuous tea & coffee & fruit Juice with freshly baked muffin and gourmet biscuit	\$9.50			
Continuous tea & coffee & biscuit	\$8.25			
Morning tea with freshly baked muffin	\$7.25			
Afternoon tea with gourmet biscuit	\$6.25			

## Lunch Menu

\*All meals delivered ½ meat and ½ vegetarian  
\*Other food alternatives available upon request

Description	Price per person	No of People		Special Dietary Requirements? CTRL & click to select multiple options
Selection of French baguettes and mini rolls, with gourmet fillings and fruit juice	\$15.35			
Selection of pointed sandwiches and rolls with gourmet fillings and fruit juice	\$19.25			
Selection of hot and cold finger food of your choice including gourmet sandwiches, rolls, wraps and fruit juice	\$quote req.			

## Fruit and Sweet Platters

Description	Price per person	No. of people		Special Dietary Requirements? CTRL & click to select multiple options
Seasonal fruit or selection of cheeses	\$9.25			
Selection of mixed cakes, or Danish Pasties	\$6.25			

Total Amount excluding GST & service fee:	\$
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