

Dear Organiser,

Lunchtime Tariffs in our Ludlow Suite 2012 (Excludes Christmas & Sundays)

1 course meal £6.95 per head
 2 Course meal £10.45 per head
 3 Course meal £11.95 per head
 3 course meal £13.95 per head includes lunchtime entertainer (must minimum charge of 49 people)
NO Entertainment charge if 49 people are charged for ON £13.95 PACKAGE DEAL

Entertainer Fee £80.00 12noon – 4.00pm additional charge for any package
YOU will be charged entertainment paying less than 49 covers on 3 course package or any other package

Add £0.55 for upgrade packages with tea/coffee

All tariffs you can choose two of the following dishes per course to develop your menu

Main courses dinners are served with vegetables of the day and chips or New Jersey potatoes

Starters (choose two)	Mains (choose two)	Desserts (choose two)
Soup of the day**	CARVERY (3 meats and 12 vegetables)*	Deep Dish Apple Pie & custard
Chicken Pate & melba toast	Chicken dish of the day**	Sticky Toffee Pudding & custard
Prawn cocktail rose Marie sauce and brown bread	Homemade faggotts & mushy peas	Rice Pudding & flavour of choice
Garlic Mushrooms on toast	Pie of the day**	Bread & Butter Pud & custard
Brushcetta	Lasagne Al Forno	Cheesecake of the day & cream**
Fan of melon raspberry coulis	Vegetarian dish of the day (v)**	Lemon Tart & Cream
Simply Fruit Juice	Curry dish & rice of the day **	Profiteroles & dark chocolate sauce

*If you choose carvery we can only allow a second pre ordered vegetarian dish, we operate two carvery units for speed and efficiency for parties 60 or more, table service is available for individuals that are disabled or require assistance from our floor team.

** Any dish of the day we can agree yourself your preferred choice in a consultation meeting

To secure a booking we would require a £50.00 non refundable deposit and nearer the date of your event we would contact you to arrange a consultation meeting in person or over the telephone and discuss the programme of the day, confirm a menu with the chefs, any entertainment you require, confirmed times of event and special requirements.

Please note we do not charge room hire this all fees are included in the meal; entertainment can be arranged based on minimum covers. (Excluding Christmas packages we host from 15th November onwards)

We reserve the right the make amendments to the menus at any point prior to the consultation meeting, once a consultation meeting has been carried out we would consider the event a secure booking and honour the arrangements agreed.

You would be liable to full payment if you cancel the booking after a consultation meeting has been approved by both parties.

Please note if some of your guests are disabled or need assistance with a carvery, we provide service with the aid of your carers to individuals that require help. ☺

We hope you consider the Punchbowl a suitable venue to host your special event and take this opportunity Thank you for your enquiry.

Punchbowl Team

Developing your menu and guide to costs

- Step 1 Choose your tariff/package
- Step 2 If you would like tea/coffee add an extra £0.55 per head
- Step 3 Confirm the agreed price per head
- Step 4 Remember there is an additional charge for entertainment unless you have opted for 3 course and paying for a minimum charge of 49 people
- Step 5 Develop your menu use this table below to help

Name of organisation
Name of Organiser in charge of booking
Agreed price of package REMEMBER £0.55 FOR TEA/COFFEE
Estimated number of people to cater for
Time of arrival*

*If you require entertainment as part of package you must arrive on site at 12noon -4.00pm

Starter	Main course	Desserts
1	1	1
2	2 N/A IF CARVERY CHOSEN	2
Choose two starters	Choose two mains meals remember if you choose carvery there is no second choice	Choose two desserts we recommend one hot desserts and one cold dessert

- Step 6 Contact Adam, Charlotte or Chris on 763304 and book your chosen date
- Step 7 Confirm time of arrival and time to start food
- Step 8 Ensure your coach party operator can honour the date
- Step 9 Please forward a £50.00 deposit to secure your booking
- Step 10 Please forward a copy this order form or fax to the punchbowl 01746 764817
- Step 11 Final numbers MUST be agreed 24 hours before the event this is what your organisation will be charged for.

Table Plans & Entertainment

All tables in the Ludlow suite are round tables that can hold 8 people comfortably; you can put nine people on one table as a maximum, there are 10 round tables in the Ludlow suite and one head table that can be split into two tables of eight or one large table of 20 people, in the event of multiple coach parties using the room on the same day, we shall split the room so 50% of EACH party will be near the dance floor if entertainment is part of both parties packages. (This means that all parties have a section near the entertainment)

Please fax this order sheet back on 01746 764817 or send a copy with your deposit.