Executive Menu package for the Conference Room, West Court
2018-19
As a conference or meeting venue, Jesus College offers a memorable location and modern facilities. As well as an historic setting, the college is a diverse and flexible venue that is suitable for many occasions.

Our executive meeting package is designed for those looking for a prestigious and private setting for up to 22 delegates.

Our executive meeting package has been designed for the brand new Conference Room, located within the new West Court development. Offering superior refreshments, lunches, private dinners and hotel-standard bedrooms – all located in one place, within the peaceful College grounds and yet right in the city centre.

With luxurious furniture – walnut boardroom table and executive leather chairs – the space provides a stylish self-contained facility. The state-of-the-art AV includes an 84” wall-mounted touch-screen TV and a wide-angle full HD webcam with table microphones, enables international video conferencing. There’s also a sound bar to support presentations and video links and on-site AV support.

24 Hour Rate £205 per person + VAT
(£165 per person + VAT if dinner is not required)
Overnight Accommodation in West Court with Breakfast
Speciality morning and afternoon refreshments
Coffee machine
Seated Buffet Lunch
3 Course Dinner
Meeting Room Hire
Audio visual equipment (as above)
Wireless Connection

Full Day Rate £55 per person + VAT
Speciality morning and afternoon refreshments
Coffee machine
Seated Buffet Lunch
Meeting Room Hire
Audio visual equipment (as above)
Wireless Connection

Half Day Rate- £45 per person + VAT
Speciality morning or afternoon refreshments
Coffee machine
Seated Buffet Lunch
Meeting Room Hire for half day
Audio visual equipment (as above)
Wireless Connection
Refreshment Breaks

On Arrival:

Choose a freshly prepared smoothie with fruits and natural yoghurt:
- Strawberry and banana
- Carrot, mango and orange
- Honey, coconut and vanilla
- Blackberry and apple

Mid Morning Break

Choose a platter of prepared tropical fruits:
- Cantaloupe melon, dragon fruit and strawberry
- Watermelon, kiwi and blueberry
- Pineapple, orange and raspberry
- Mango, kumquat and grapes

Choose a sweet or savoury nibble:
- Granola bites
- Banana and blueberry oatmeal bites
- Blackberry and avocado pancakes
- Cinnamon buns
- Margherita pinwheels
- Salted pretzels
- Stilton scones with bacon jam
- Smoked salmon scrambled egg tortilla rolls

Afternoon break items:

Choose 1 cake:
- Lemon courgette and pistachio cake
- Orange and pine nut polenta cake
- Carrot and cranberry cake
- Chocolate cola cake with griottine cherries
- Banoffee and pecan cake

Choose 1 Sweet treat:
- White chocolate and nut Florentines
- Nougat bars
- Bowls of assorted gummies
- Mascarpone macaroons
- Chocolate dipped marshmallows
- Cinnamon palmiers
Lunch Menu

Lunch is served in the West Court Dining Room

Choose 1 of the following platters

Steamed Chinese Bao-buns with oriental stir-fried vegetables, salt and pepper tofu and shredded crispy duck. Served with dipping sauces, toasted sesame seeds and coriander salad

Traditional ploughmans platter with Melton Mowbray pork pies, English cured sausage, smoked gammon and British cheeses, pickles and chutneys, apple, celery and crusty wholemeal loaf

French charcuterie platter with dry-cured meats, duck confit, grayere and red onion tart, sliced baguette and French cheese selection. Served with cornichons, grapes and gribiche mayonnaise

Indian Thali with onion bhajis, vegetable pakoras and tandoori lamb skewers, pirathas and coriander naan breads. Served with chick-peas, mint yoghurt, mango salsa and lentil dahl

Italian antipasti platter with bresaola and Salami, Roasted pepper pizzettes, Scamorza and sun blushed tomato Arancini served with mixed olives, boconcini mozzarella, sliced rosemary focaccia with olive and agred balsamic vinegar

Choose 2 salads:

Minted pea, feta and spinach salad
Caesar salad with anchovy and shaved parmesan
Beef tomato, red onion and goats cheese salad
Wild rice, butternut squash and caper salad
Chicory, apple and walnut salad

Salad nicoise with flaked yellow-fin tuna
Broccoli, toasted almond and green bean salad with lemon dressing
Watermelon, pumpkin seed and griddled halloumi
Soft herb, pomegranate and red chilli tabbouleh
Roasted vegetable and basil salad

Choose 1 dessert:

Gooseberry fool with shortbread fingers
Salted caramel crème brulee
Chocolate and orange tarts with candied peel
Black forest trifle
Apple and cranberry strudel

Banana and toffee popcorn cheesecake
Lemon posset with strawberry compote
Rhubarb and custard mille feuille
Peanut and raspberry blondie
Cappuccino panna cotta with candied pecan
Dinner Menu

3 courses £40.00
4 courses £47.00

Served with Bread Rolls to start and Tea, Coffee & Chocolate Truffles to end

Soups(*)

Cream of roasted Jerusalem artichoke and chestnut soup
Shellfish bisque with fennel seed croutons
Cabbage and celeriac soup with pancetta lardons
Butternut squash and sweet potato soup with spiced pumpkin seeds and rape seed oil
Parsnip soup with turmeric, ginger and crisp wild rice
Haricot bean and leek soup with merguez sausage and white truffle oil

First Course

Salad of Devon Crab, avocado and pickled radish, toasted black rye bread and gazpacho dressing
Ballantine of Duck and Partridge, creamed quince and pickled shitake mushroom
Maple glazed Dingley Dell pig’s cheek, pickled red cabbage Bramley apple and fennel
Winter vegetable salad with mixed beetroot, charred leek, Jerusalem artichoke and fennel seed granola
Finely sliced marinated Beef fillet, focaccia croutons, lambs lettuce, preserved tomato and saffron aioli
Banana shallot tart tatin, sauté girolle, red veined sorrel and Madeira syrup

Fish and Seafood Intermediate/Main Course (*)

Pan seared scallop, truffle celeriac, granny smith apple and golden beetroot
Poached smoked haddock, leek, grain mustard and smoked dapple risotto, sous vide celery and celery leaf
Lightly cured fillet of cod, saffron pommes Parisienne, spinach, globe artichoke and bouillabaisse sauce
Fillet of guilt head bream, sauté baby squid, bok choi and galangal broth
Spiced hake fillet, mussels, chorizo and chickpeas, preserved lemon and olive salsa
Main Course

Loin and shin of beef, salted caramel shallots, grain mustard mashed potato and buttered cavelo nero
Saddle of Denham estate venison, pommes anna, caramelised celeriac, charred hispey cabbage and cassis jus
Roulade of guinea fowl with blue cheese and walnut farce, pommes croquette
and glazed baby heritage carrots
Fillet and shoulder of Dingley Dell pork, Trealy farm black pudding, pommes voisin, and creamed pumpkin

Vegetarian Choices

Cumin and coriander gnocchi, creamed spinach, marinated paneer and red pepper chutney
Mushroom and spinach roulade, glazed chantenay carrot, onion and garlic soubise
Parmigiana stuffed aubergine herb linguini and crisp basil

Dessert Course

Cinnamon rice pudding soufflé, roasted pink lady apple and cranberry gel
Fig tart tatin, brown bread ice cream, Cassis syrup and hazelnut brittle
Blackberry mousse cannelloni, spiced crumble, apple and pear crisps and white chocolate custard
Port poached Williams’s pear and frangipane tart, bitter chocolate ice cream and stem ginger sauce
Bitter chocolate, pistachio and mango bombe, passionfruit curd and brownie crumb
Advocaat cheesecake, ginger biscuit, cranberry sorbet and jam

Cheese Course

£7.50 per person

Selection of Artisan Cheeses with Homemade Chutney and Biscuits
### Booking Terms & Conditions

1. **Provisional bookings**—A provisional booking can be made by emailing us directly email: conference@jesus.cam.ac.uk or by submitting a booking form through the college’s conference web pages (http://conference.jesus.cam.ac.uk). Please note such bookings are held for a maximum period of two weeks, pending a decision.

2. **Confirmed bookings**—Bookings are considered provisional until confirmed in writing along with completing a booking form which can be done online via the conference website (http://conference.jesus.cam.ac.uk).

3. **The conference invoice** will be based on the final numbers submitted 5 working days before the start of the conference or on actual numbers attending, whichever is the higher figure. Our minimum cover charge is 12 delegates. Any fluctuations in delegate numbers should be notified in writing promptly to the Conference & Events Office.

4. **In the event of unforeseen circumstances**, or if the numbers of the party alter significantly, Jesus College reserves the right to change the venue for any residential or catering booking to another suitable College room.

5. A **draft conference programme**, together with full audio-visual requirements should be submitted at least 10 days before the start of the conference.

6. **Equipment provided** by external suppliers or the conference organiser is not the responsibility of the College.

7. **Menu choices** are required 10 days before the start of the conference. At the same time, a complete alphabetical list of all delegates, stating which are resident and any special dietary requirements should be sent across to the Conference & Events Office.

8. A **set menu** should be chosen by event organisers for their entire group. A choice of menus cannot be provided for formal meals except for vegetarian or other special dietary requirements.

9. **Conference lunch/dinner prices** listed include—room hire, service, college crested table mats and serviettes, table plan and menu cards. You will be charged our current latest price. Please note, the flowers are not available to take away at the end of the meal.

10. **Conference gala dinner prices** listed include—room hire, service, candles, linen, table flowers, table plan and menu cards. You will be charged our current latest price. Please note, the flowers are not available to take away at the end of the meal.

11. **All catering prices** listed include—room hire and service, unless indicated otherwise. You will be charged our current latest price.

12. **Wine** should be ordered from the College wine list and is sold on a sale or return basis. We do not allow guests to provide their own drinks and we do not operate a corkage system.

13. **Standard table plans** are included in the price for a seated meal. Table plan information needs to be submitted to the Conference office at least three days in advance.

14. **Late Meal Charge**—A late meal charge of £7.50 per cover will be applied to your booking if guests wish to dine after 8pm.

15. **VAT**. Our quoted prices do not include VAT, all prices are subject to VAT unless the customer/organisation qualifies for exemption and confirms this in writing before the date of the function. VAT will appear on the final invoice, after the event has taken place.

16. **Payment** is due 28 days net after the date of invoice. Overdue accounts will be charged interest at the rate of 5% per month.

17. **Insurance**. The College’s insurance covers public liability claims where the College is deemed to be liable. Conference organisers are advised to obtain insurance cover in respect of any claims for which they might be held responsible, including loss or damage to property brought to the premises by or on behalf of any persons. The organisation making the booking shall indemnify the College against any damage or injury to College property or College staff, caused by those attending the conference.

18. **Force Majeure**. The College shall not be held liable for circumstances beyond its reasonable control that may prevent the College from meeting its obligations in respect of a booking.

19. **GM Products**. It is our policy to ensure that, to the best of our knowledge, none of the foods we serve contain genetically modified soya or maize as required by the EC and UK labelling requirements.

20. **Smoking Policy**. Smoking is prohibited on College premises with the exception of a two designated smoking shelters located in the North Court Car Park and besides the substation at the end of the Library Court building.

21. **Vehicles and parking**. If you are driving to the College, intercom the Porters’ Lodge at the Victoria Avenue gates for access to the College. We do not reserve or guarantee any spaces, parking in available on a first come, first serve basis and is entirely at your own risk.

22. **CCTV**, Jesus College operates a CCTV system for the security and safety of the College’s community, buildings and visitors.

23. **Cancellation**. In the event of a confirmed booking being cancelled, we will require written confirmation of your decision. Please be aware the following catering cancellation charges will be applied:

<table>
<thead>
<tr>
<th>TIME PRIOR TO THE DATE OF THE EVENT</th>
<th>CANCELLATION CHARGE AS % OF TOTAL COST</th>
</tr>
</thead>
<tbody>
<tr>
<td>More than 12 weeks but not more than 6 months</td>
<td>25%</td>
</tr>
<tr>
<td>More than 4 weeks but not more than 12 weeks</td>
<td>50%</td>
</tr>
<tr>
<td>More than 14 days but not more than 4 weeks</td>
<td>75%</td>
</tr>
<tr>
<td>Within 14 days</td>
<td>100%</td>
</tr>
</tbody>
</table>

Conferences at Jesus College | Oct 2018 - March 2019