

# Christmas



Murray Edwards  
College  
University of Cambridge

If you have any questions or wish to make a booking, please contact our friendly events team.

[www.murrayedwardsevents.com](http://www.murrayedwardsevents.com)  
e: [events@murrayedwards.cam.ac.uk](mailto:events@murrayedwards.cam.ac.uk)  
t: 01223 762267

## Christmas Package.....£52.00

INCLUDING VAT\*

### Festive Drinks Reception

Glass of mulled wine or prosecco on arrival  
Served with mineral water, orange juice and  
Bottle Green cordials

### Vegan Starters

Roast Sweet Potato Soup

### Vegetarian Starters

Camembert, Fig & Onion Tart, Chicory and  
Walnut Salad

### Fish and Seafood Starters

“Chapel and Swan” Smoked Salmon, Fennel  
and Apple Salad

### Meat Starters

Chicken Liver Parfait, Toasted Brioche and  
Red Onion Jam

## Details

For your entire group please select a choice of, 2 meat, fish or classic dishes and 2 vegetarian or vegan dishes for each course and 2 dessert options.

If you would like a 4 course gala dinner, please add a fish course or another starter.

\*VAT must be included on products containing alcohol.

If your event is VAT exempt, your prices will be adjusted accordingly.

Prices are exclusive of VAT unless otherwise stated.

We can cater for most dietary requirements if we are advised at least two weeks before your event. There may be a surcharge.

All meals are prepared using the finest and freshest local produce and include seasonal herbs, vegetables and fruit from the College gardens wherever possible.

Please note, food is prepared in an environment where nuts are present.

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## *Vegan Mains*

Butternut Squash, Chestnut and Lentil Cake,  
Red Onion Jus

## *Vegetarian Mains*

Sweet Potato Cranberry and Feta  
Wellington, Shallot and Madeira Sauce

## *Fish Main*

Grilled Sea Bream, Potato and Fennel Rosti,  
Mustard and Herb Sauce

## *Meat Mains*

Roast Local Turkey, Smoked Bacon Wrapped  
Chipolata, Sage and Onion Stuffing

Honey Glazed Breast of Duck  
Fondant Potato, Celeriac Puree, Cranberries

Fillet of Beef Wellington, Woodland  
Mushrooms and Thyme Roasted Potatoes  
(£3.95 Supplement)

*Why not!*

Upgrade  
your dinner with  
fresh, homemade  
canapés or an  
alternative  
reception drink.

See specific menus for  
details or talk to us  
for ideas.

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## Vegan Dessert

Avocado and Peanut Butter Pot, Coconut Cream

## Vegetarian Desserts

Traditional Christmas Pudding, Brandy Sauce Anglaise

Warm Dark Chocolate and Orange Tart  
Glazed Orange, Orange Coulis

White Chocolate and Raspberry Cheese  
Cake

## Dessert

Clementine and Ginger Bread Trifle

## Followed by

Freshly Brewed Fair Trade Tea & Coffee and  
Clipper Herbal Teas served with a Murray  
Edwards College Chocolate

## Details

In response to client feedback, we now offer more **colourful, inventive and appealing** vegan and vegetarian options than ever before!

Carnivores don't be concerned; we still give just as much **care and attention** to our meat dishes.

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## Frequently Asked Questions

### AV equipment

To book any audio-visual equipment for your event, please contact our technician via email.

### Bar

Last orders are at 11.10pm and the bar closes at 11:30pm. All drinking, entertainment and music must finish by midnight. Please ask your guests to vacate the College quietly.

### Bed and breakfast

You may book bedrooms to go on the final invoice, which are subject to our terms and conditions. Alternatively, guests may book bed and breakfast rooms themselves via our website 2 months before the vacation period in which your event is booked.

Please follow this link for more information on booking B&B online:  
[www.murrayedwards.cam.ac.uk/conferences/accommodation/booking](http://www.murrayedwards.cam.ac.uk/conferences/accommodation/booking)

If you would like us to write instructions which you can email to your guests or include on invitations, please let us know.

Unfortunately we are not able to accept telephone bookings for bedrooms.

### Candles

Candles in appropriate holders are fine in the Dome, Long Room and Fellows Dining & Drawing rooms. Electronic fairy lights and tea lights can be used in the bar (or any of the above rooms).

### Capacities

Please request the capacities for your selected dining room from our events team.

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## Ceilidhs

The Dome is suitable for ceilidhs, depending on your numbers. Please discuss this with your event organiser.

## Chapel

Murray Edwards does not have a chapel.

## Cloakroom

We do not have a designated cloakroom; however, coat rails will be made available close to your event venue. Property is left at the owner's risk.

## Coaches

Coaches for guests can pull up on Huntingdon Road however, they must only be there whilst guests alight and disembark. The nearest parking for coaches is Madingley Road Park and Ride.

## Corkage

We are sorry but it is not permitted to supply your own wine and pay corkage. If the style of wine or grape variety you have in mind is not on our wine list we will try to source it for you.

## Decorations

Murray Edwards College is a Grade II\* listed building. Please discuss any ideas you have for decoration on the day with our team.

## Dietary requirements

We can cater for most dietary requirements providing we are advised in advance. There may be an additional charge. Please speak to your Murray Edwards event organiser.

## Disabled access

If you have any guests who require support of any kind, please let us know as soon as possible or at least 3 weeks before your event, so we can send a Personal Evacuation Evaluation Plan (PEEP) form or access the form on our website [www.murrayedwardsevents.com](http://www.murrayedwardsevents.com).

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## Entertainment

Although most types of entertainment are acceptable at Murray Edwards, please do discuss this with us prior to your event. For local suppliers, please visit [www.conferencecambridge.com/about-cambridge/event-support-services/](http://www.conferencecambridge.com/about-cambridge/event-support-services/)

## External catering

We do not permit external catering at Murray Edwards. Our catering department would be pleased to work with you on a menu if you have specific requirements.

## Fireworks

We are sorry but fireworks are not permitted.

## Flowers

Madeline Bradley has worked with the College on a number of events. Her website is [www.madeleinebradley.com/](http://www.madeleinebradley.com/)

A list of local florists is available here [www.meet-cambridge.com/event-support-services/florists](http://www.meet-cambridge.com/event-support-services/florists)

## Music

Amplified music including bands and DJs are permitted and we have connections for i pods and portable devices. Any amplified music must be plugged into our noise limiting system.

Non-amplified music, such as a jazz trio or string quartet may be played in the in any room through a PA system which is available to hire. Non-amplified music may be played in the gardens. Please ensure all music and entertainment finishes at midnight.

## Other events

Please note that it is likely there will be other events in College on the day of your event, although of course you will have exclusive access to the rooms you have booked.

## Parking

Prices are exclusive of VAT unless otherwise stated.

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Parking is available on site on a first come first served basis.

## *Place cards*

Murray Edwards College place cards are included.

## *Storage*

We have limited storage space however, please discuss your requirements with your organiser and we will endeavour to accommodate them.

## *Table linen*

White linen tablecloths and napkins are included in your package.

## *Taxis*

There is a free phone for booking taxis near the Porters Lodge.

## *Timings*

You may choose the timings for your event. If you would like any guidance your organiser is happy to help.