

KADOORIE CENTRE • FOOD HUB

HKU Kadoorie Centre, Lam Kam Road, Shek Kong, Yuen Long, N.T. T: 2996 2800 F: 3102 1220 E: food.hub@kfbg.org

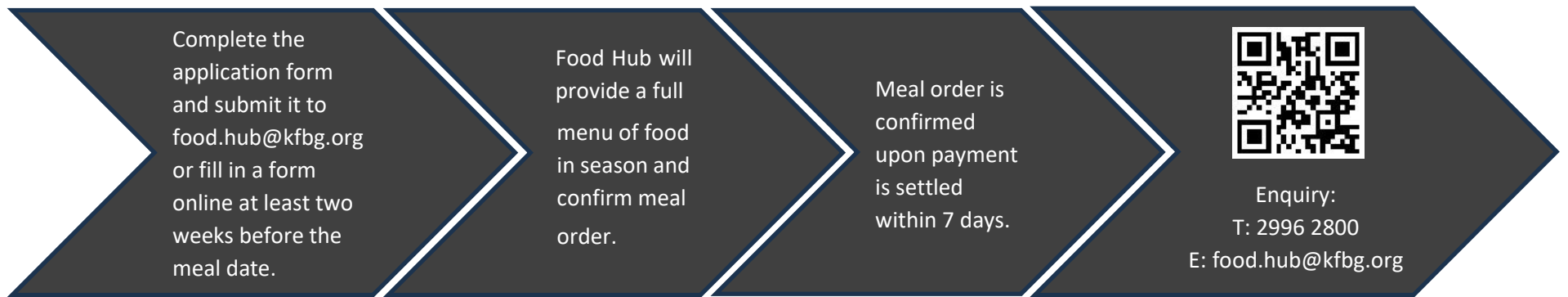
Group Meal Order Form

For use by visiting groups of HKU Kadoorie Centre only

Background Information			
Name of Organization		Phone No.(Office)	
Name of Contact Person		Position	
Phone No.(Mobile)		Email Address	
Service Date		Group Size*	
Catering Location	HKU Kadoorie Centre, Lam Kam Road, Shek Kong, Yuen Long, N.T.		

*Minimum group size per group meal order is Ten people.

Group Meal Ordering Process:



Order Cancellation and Refund Policy:

1. For order cancellation that is made 14 working days before the meal date, 100% of payment will be refunded. Within 8 to 13 working days, 50% of payment will be refunded. Less than 7 working days, payment will not be refunded.
2. Should the Food Hub be temporarily closed due to extreme weather or other unforeseeable situations, booking on the day will be cancelled automatically with 100% refund of payment.
3. In relation to a projection of 'extreme weather conditions' on the meal serving date, applicants can seek 100% refund ONLY if food order is cancelled in writing at no less than 24-hour before the meal time. 'Extreme weather condition' is defined as the projection of Typhoon Signal No.8 or above and/or Black Rainstorm Signal on the date of concern by the Hong Kong Observatory.
4. Except for situations of extreme weather conditions that are mentioned above, any order rescheduling or order cancellation must be arranged with mutual agreement between the Food Hub and the application no less than 14 working days prior to the service date.
5. Catering service will be arranged as per the booking details that is confirmed. The Food Hub reserves the right to decline additional request.
6. In case of any dispute, the decision of Food Hub shall be final and binding.

For any enquiries, please contact 2996 2800 or email to food.hub@kfbg.org

*** I have read, understood and agreed with the above listed terms and conditions.**

Signature of Applicant: _____

Date: _____

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Food Order List			
Meal Date	Number of Guest/Meal Set	Meal Type (please tick the appropriate box)	Meal Time (please tick the appropriate box)
Date:		<input type="checkbox"/> Breakfast Set (\$45 per person) <input type="checkbox"/> +\$5 add Green Tea or Rosella Tea	<input type="checkbox"/> 0800-0900 <input type="checkbox"/> 0830-0930
		<input type="checkbox"/> Lunch Set (\$65 per person) <input type="checkbox"/> +\$5 add Green Tea or Rosella Tea	<input type="checkbox"/> 1200-1300 <input type="checkbox"/> 1300-1400
		<input type="checkbox"/> Tea Set (\$50 per person) <input type="checkbox"/> +\$20 upgrade to Fresh Brewed Organic Coffee	Please specify time: _____
		<input type="checkbox"/> Dinner Set (\$88 per person) <input type="checkbox"/> +\$20 upgrade to 4 Deli Set or add a dessert item	<input type="checkbox"/> 1800-1900 <input type="checkbox"/> 1830-1930
Date:		<input type="checkbox"/> Breakfast Set (\$45 per person) <input type="checkbox"/> +\$5 add Green Tea or Rosella Tea	<input type="checkbox"/> 0800-0900 <input type="checkbox"/> 0830-0930
		<input type="checkbox"/> Lunch Set (\$65 per person) <input type="checkbox"/> +\$5 add Green Tea or Rosella Tea	<input type="checkbox"/> 1200-1300 <input type="checkbox"/> 1300-1400
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		<input type="checkbox"/> Tea Set (\$50 per person) <input type="checkbox"/> +\$20 upgrade to Fresh Brewed Organic Coffee	Please specify time: _____
		<input type="checkbox"/> Dinner Set (\$88 per person) <input type="checkbox"/> +\$20 upgrade to 4 Deli Set or add a dessert item	<input type="checkbox"/> 1800-1900 <input type="checkbox"/> 1830-1930

- Please refer to Appendix 1 for meal description. To cope with seasonal change, the Food Hub would update its menu from time to time during the year. The Food Hub will provide an up-to-date menu to applicants within two days after a Group Meal Order Form is received and discuss food choices with applicant.
- During catering period, organic beverage, dessert and snack will be made available for sale at kiosk. The kiosk accepts payment in cash and Octopus.

About Food Hub

Located at HKU Kadoorie Centre at Shek Kong, Food Hub is a collaborative project between The University of Hong Kong and Kadoorie Farm and Botanic Garden to provide whole food experience and food education to guests at the Centre. Adhere to sustainable living principles, we strive to minimize the carbon footprint of all meals we serve, and maximize the educational, social and environmental benefits of all food we consume. While enjoying tasty, light meals prepared with fresh, locally-sourced, fairly-traded ingredients, visitors can appreciate the eco-friendly architecture, as well as, picking up cookery tips from our staff - they are all keen to share low-carbon recipes and sustainable living tips with you. For more information about the steps for eat well, please visit <https://www.greenhub.hk/en/eat-well-canteen/steps-for-eating-well/>

For Official Use Only
Confirmation No.
SIV No.
Total Fee (R/V/P)
Budget Code
Remark