

FORUM

BAR + KITCHEN

PRIVATE PARTIES

STEP 1 - CATERING OPTIONS

BUFFET	MEZE BUFFET	CANAPES
Roast beef, turkey, roast ham	Moroccan chicken skewers	Halloumi & roasted veg (v)
Spicey chicken wings	Greek lamb koftas with mint yoghurt	Moroccan spiced chicken
BBQ jackfruit spring rolls (vg)	Halloumi, courgette & red pepper skewers (v)	Greek lamb kofta
Veg pakoras (vg)	Harrisa spiced hummus (vg)	Veg pakoras (vg)
Bombay aloo potato samosas (vg)	Tzatziki (v)	Mini fish & chips
Garlic bread	Tabbouleh salad (v)	BBQ jackfruit spring rolls
Coleslaw (v)	Marinated olives (v)	Goats cheese & chilli jam bruschetta (v)
Mixed leaf, tomato, cucumber & red onion salad (vg)	Flat breads (v)	Beef & stilton mini pie
Fries (vg) or potato salad (v)		Chicken & tarragon mini pie
		6 canapes per person
£17 PER PORTION	£19 PER PORTION (V) VEGETARIAN / (VG) VEGAN	£16 PER PORTION

GOING FOR SECONDS?

One 'portion' is the equivalent of a main meal. If you think that you could have a few extra guests arrive, or that your guests will want a larger amount of food, we can do a greater amount which is equal to a starter + main size meal. Recommended if people will want 'seconds'!

BUFFET £24 PER LARGE PORTION

MEZE BUFFET £27 PER LARGE PORTION

CANAPES £23 PER LARGE PORTION



FORUM

BAR + KITCHEN

PRIVATE PARTIES

STEP 1.1 – SOMETHING SWEET?

Select a dessert to be served up after the main catering
(And yes, we can split these and mix + match)

BROWNIE (V)

Delicious, warm chocolate
brownie served with
chocolate sauce

£5.5 PER PORTION

BISCOFF CHEESECAKE (V)

New York style baked
cheesecake with Biscoff
topping

£6 PER PORTION

(V) VEGETARIAN

PROFITEROLES (V)

Salted caramel profiteroles
with a rich chocolate coating
and light choux pastry, served
with chocolate sauce

£5.5 PER PORTION

FAQ : CAN I BRING MY OWN CAKE / DESSERT?

In short, yes you can absolutely bring your own cake or dessert.

We do have a tableware rental of £1 per person if this is the case.

Please see the terms for more info on this.



FORUM

BAR + KITCHEN

PRIVATE PARTIES

STEP 2 – DRINKS PACKAGES

SILVER

Glass of prosecco on arrival

or

Bellini / Kir Royale
on arrival

£5.5 PER PERSON

GOLD

A premium spritz cocktail
on arrival

or

A premium gin & tonic
on arrival

£9 PER PERSON

PLATINUM

Glass of premium
champagne
on arrival

£16 PER PERSON

Minimum of 30 people
Extra 10% discount for 50+ people

CUSTOM / BESPOKE DRINKS

Have something specific in mind? We can accommodate your special requirements to make a tailor-made drinks package to give your event that special, personal touch.

Discuss this with a member of our management team to see what we can do for you.

£POA PER PERSON

All drinks packages are to be prepaid and are non-exchangeable/non-refundable.

All drinks packages are for 1 drink per person. We may be able to do extra on the day, subject to availability.

Anything purchased extra on the day will be priced at the normal price and not part of a package nor will any discount be applied.

The price quoted is valid only as part of a prepaid package deal and not valid under any other terms.



FORUM

BAR + KITCHEN

PRIVATE PARTIES

STEP 3 – MUSIC CHOICE

Tailor your evening with a carefully curated mix to suit your vibe!

BACKGROUND MIX

Perfect for relaxed events, e.g. corporate, networking or similar.

A mix of down tempo house, nu-jazz, bar grooves and lounge music.

BEST OF ALL MIX

A balanced mix of all genres.

Perfect for events with a mixed guest list to please everybody!

PARTY CLASSICS MIX

Gets the party started!
A mix of feel-good, well-known hits that are sure to get a great atmosphere going.

Perfect for birthdays, retirements and anything that commands a bit of fun!

MOTOWN & NORTHERN SOUL MIX

Motown and Northern soul classics to take you right back to the 60's and 70s!

An upbeat mix to keep smiles on faces and nostalgia flowing.
Talcum powder not supplied!

HOUSE & DISCO MIX

A selection of classic house and classic disco.

Perfect for the evening events that need that 'night out' feeling.

SOUL / RARE GROOVE / HIP-HOP / R&B MIX

A mix of classic soul, R&B, rare groove, and new and old-school hip hop.

FAQ : CAN I BRING MY OWN DJ?

Unfortunately not, we are unable to accommodate any DJ or third-party entertainment as we only hire out the first floor, meaning it is service as usual on the ground floor, so any music entertainment is also heard on the ground floor space. Though we can adjust the first-floor volume accordingly.

The ground floor will be open as normal so please bear this in mind if you are doing anything like speeches, presentations etc.

FAQ : CAN I PLAY MY OWN SONGS / REQUESTS?

Unfortunately not, we can tailor the playlist to suit your requirements as outlined above, but cannot however take requests or put on specific songs.



FORUM

BAR + KITCHEN

PRIVATE PARTIES

STEP 4 – BOOKING INFORMATION & TERMS

AVAILABILITY

- The space is available to hire every day, though availability may vary in December and on Bank Holiday weekends.
- Sunday to Thursday the minimum party size is 25 people and the maximum party size is 70 people.
- Friday and Saturday the minimum party size is 40 people and the maximum party size is 70 people.

MINIMUM SPEND

- There is no room hire fee though there is a minimum spend of £600 Sunday to Thursday, £1,000 on Fridays and £1,500 on Saturdays.
- For bookings in December the minimum spend may be higher depending on the date of the party.
- The minimum spend can include any catering and / or pre-ordered drinks packages and does not just relate to bar takings during the day / evening of the booking.

BOOKING CONFIRMATION

- We require a deposit of 25% of the minimum spend to secure the booking.
- This deposit must be paid within 14 days of the booking confirmation and no less than 14 days from the date of the booking.
- The deposit is fully returned if the minimum spend is reached. If the minimum spend is not reached then the deposit is used to cover the shortfall amount.
- If the booking is cancelled less than 7 days before the date of the booking then a charge of 100% of the deposit amount will be made.

CATERING & DRINKS

- Any catering or drinks orders need to be finalised and the balance paid in full at least 14 days before the party date.
- If catering has been ordered and the booking is cancelled less than 7 days before the date of the booking then a charge of 100% of the total cost of the catering will be made.
- You are not allowed to bring your own food or drinks except for a celebration cake (see below). This includes nibbles such as crisps, nuts or chocolates.
- Any food or drink packages, or anything else prepaid before the event is non-refundable, non-exchangeable and non-returnable.

CAKES & DESSERTS

- You may bring your own celebration cake, if you wish to do so, you assume all responsibility for making guests aware of allergens and its safety. No other food is allowed to be brought to the event.
- If you are bringing your own cake we will provide tableware (plates, cutlery, napkins etc) though there will be a rental charge of £1 per person / tableware set.
- If you are bringing a cake, please inform us of this in advance with at least 48 hours notice.

DECORATION

- We regret that we do not allow party poppers, glitter, diamante or any other small table scattering type decorations as they stain and damage the furniture and floor.
- We also do not allow posters to be stuck on walls etc.
- Any damage caused by decorations will be charged to the stored debit / credit card used for the deposit.

LICENSING

- We operate a Check 25 policy, which means that young people will be asked for ID if the staff feel that an age check is necessary. It is therefore essential to inform all young guests attending to bring their ID to avoid the possibility of not being served alcohol at the event.
- We reserve the right to refuse entry or service to anybody we deem to be in breach of licensing requirements, including those who appear too drunk to be served alcohol.

MUSIC

- We only hire out the first floor meaning it is service as usual on the ground floor. We are unable to accommodate any DJ or third-party entertainment. We do provide music and can adjust the first-floor volume accordingly. Music will be playing on the ground floor as normal so please bear this in mind if you have anything like speeches.
- We can tailor the playlist to suit your requirements. We cannot however take requests or put on specific songs.

ACCESSIBILITY

- Our room hire is on the first floor, meaning there are stairs to your space. We do have disabled facilities on the ground floor, though we do not have a lift. Please discuss any accessibility requirements with a member of staff before booking.
- If you have any questions please don't hesitate to call us on 01772 563789 or email on preston@forumbar.co.uk

DECLARATION

- Please either reply via email on preston@forumbar.co.uk stating that you accept the above terms & conditions relating to your booking at FORUM BAR & KITCHEN or sign and date below and return the signed copy to us either in person or scanned and emailed.
- I accept the above terms & conditions relating to my booking at FORUM BAR & KITCHEN.

NAME : _____

SIGNATURE : _____

DATE : _____

T&C 16-07-26

