

Organising tournament refreshments



Name _____ Date _____

Assignment brief:

During your discussion on **things to consider** when organising a tournament you identified food and drink and/or refreshments as one of the things you need to arrange for.

In this instance you have 20 officials/guests and you plan to take them for a meal at _____ in _____.

Task

Activity 1

With the help of the menu from a chosen restaurants use a table to break down the costing on food and drink.

Your table should reflect the following:

- Guest name
- Starter/appetizer
- Main course
- Drink
- Desert

Activity 2

After completing the table and costing please present your findings on Excel.

Restaurant Choice: _____

Organising tournament refreshments

Name _____ Date _____



Guest name	Starter	Main Course	Drink	Desert	Cost (£)
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					
Sub Total guests 1-10					

Organising tournament refreshments

Name _____ Date _____



Guest name	Starter	Main Course	Drink	Desert	Cost (£)
11.					
12.					
13.					
14.					
15.					
16.					
17					
18.					
19.					
20.					
Sub Total guests 11-20					
Sub Total guests 1-10					
VAT at 20%					
Plus service charge at 10%					
Overall Total					