



CATERING EQUIPMENT, FOOD AND BEVERAGE CATALOGUE

Please find enclosed information and ordering link, for all catering equipment, food and beverage supplies at WOMEX 24. Please note that **Manchester Central Convention Centre has exclusive rights to all catering and hospitality services at the venue.**

To place orders please contact Manchester Central using the details given and follow the applicable ordering procedure.

PLEASE NOTE: Invoices for the orders will be issued and payments must be made directly to the supplier according to their terms and conditions.

For advice and assistance please contact: operations@easelprojects.com

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CATERING RULES AND REGULATIONS

Manchester Central Convention Centre has exclusive rights to all catering and hospitality services at the venue.

On-Stand Catering

All on-stand catering requirements including equipment such as coffee machines, food, beverages and timed receptions can be ordered from the Manchester Central Online Ordering Link [see below]

A lunch 'food bag' service is also available.

Regional Specialty Food and Drinks

Exhibitors are NOT PERMITTED to distribute any items of food or drinks not supplied by the caterer without prior agreement. Please Note:

There are strict regulations regarding the distribution of such items.

Permission must be obtained in advance by contacting the Trade Fair Production Team: operations@easelprojects.com

SAMPLES of REGIONAL Food and Drink [that is not available via the venue's caterers] may be offered by exhibitors under the following guidelines:

The acceptable sampling sizes for drinks are as follows:

- Soft and Hot Drinks - 50ml
- Beers/Ciders or similar - 50ml*
- Wine/Fortified wines/Champagne/Alcopops and similar - 25ml*
- Spirits and similar - 5ml*
- The acceptable sampling sizes for food samples are as follows:
 - Bite-sized portions
 - Individually wrapped items

*Any stands who wish to supply alcohol, must contact the organisers in the first instance at operations@easelprojects.com for further information and regulations.

All foods and beverages must be stored, prepared and served within the

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standard practises listed by the [current e-Guide](#). Failure to comply may lead to refusal to allow distribution.

For exhibitors wishing to provide their own food and drink beyond the sampling levels outlined above, a facility fee of £300 + VAT per day will be charged by the venue.

If permission and the appropriate facility fee has not been paid in advance of the Trade Fair opening, food and drink will be confiscated.

For further information and to obtain a copy of the regulations please contact: operations@easelprojects.com

ON-STAND CATERING EQUIPMENT, FOOD and BEVERAGES		
To hire coffee machines, glasses etc. and order food and drink [including lunch boxes for general use on your stand, please see the Manchester Central Online Ordering Portal [Link below]		
SUPPLIER:	Manchester Central Catering Team	
CONTACT:	Telephone	0161 834 2700
	Email	catering@manchestercentral.co.uk
LINK:	ONLINE ORDERING PORTAL	Deadline for Equipment Orders: 23rd September 2024 Deadline for Food and Drink Orders: 16th October 2024
Please note that to order Manchester Central online ordering portal, you will need to set up an account [email address and password], know your Stand No. and choose 'WOMEX 24' from the drop-down menu, when prompted.		

TIMED ON-STAND RECEPTIONS		
To discuss individual, timed on-stand events please contact the Manchester Central Hospitality Team. N.B. See Rules and Regulations [above] regarding Regional Speciality Food and Drinks.		
SUPPLIER:	Manchester Central's Hospitality Team	
CONTACT:	Telephone:	+44 (0) 161 827 7656
	Email:	catering@manchester.co.uk
LINK:	PACKAGES on ONLINE PORTAL	

CATERING for [off-stand] BOOKED RECEPTIONS and SPEED MEETINGS		
A bespoke range of menu options including breakfasts, lunches, canapes is available to book via the Manchester Central Hospitality Team. Please contact the team directly to discuss your requirements.		
SUPPLIER:	Manchester Central's Hospitality Team	
CONTACT:	Telephone:	+44 (0) 161 827 7656
	Email:	catering@manchester.co.uk
SAMPLE MENUS:	COMING SOON	