



# HOSPITALITY 2019

**Bromley**

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## Welcome

This brochure is designed to give you an insight to what we can offer to you and your clients.

If you have any special requests/requirements that are not in the brochure, please let us know and we will be happy to assist.

All of your catering requirements can be booked via Room Reservations:

T: 020 7995 1819

E: [roomreservations.uk&Ireland@bofa.com](mailto:roomreservations.uk&Ireland@bofa.com)

The Hospitality team will need 24hrs notice for food orders, however, we will make every effort to accommodate your last minute needs.

### **Cancellations:**

Please contact Room Reservations before 3pm the day before the booking. Any cancellations made after this deadline, a full cancellation charge will be applied and charged to the relevant cost centre. For larger events of 20+ people, cancellations must be made 48 hours in advance.

### **Point of contact:**

Paula Matias, Catering Manager

T: 020 8313 2363

E: [paula.matias@bofa.com](mailto:paula.matias@bofa.com)

Christopher Pelham-Reid, Hospitality Manager

T: 020 7996 9677

E: [Christopher.Pelham-reid@bofa.com](mailto:Christopher.Pelham-reid@bofa.com)

### **Dietary requirements:**

If you or your guests have any dietary requirements or allergies please speak to a member of the catering team.

