

Events
by Benugo

ZSL | LONDON ZOO

FESTIVE BROCHURE

ZSL London Zoo Events



ABOUT EVENTS BY BENUGO

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A company started by two brothers in 1998, Benugo holds sustainability as close to our hearts as we do good food. We are all about flavour and creativity in our offerings as well as local produce, organic milk and an ethical supply chain. Our menus are seasonal and we only work with the very best ingredients and suppliers available.

We serve our customers with warmth and charm and believe food should be fun, fresh and delicious.

From the initial quotation to planning the day itself, your dedicated event manager will be with you every step of the way.

We can't wait to work with you to create something truly special.

Contact

venuehire@zsl.org

We use a wide range of ingredients in our kitchen some of which may contain allergens. If you have a specific allergy or dietary requirement, please let us know. We would love to tell you what's in our food to assist you with your choice.

OUR SPACES

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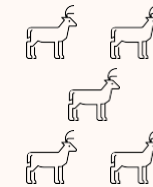


The Prince Albert Suite

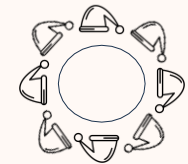
The Prince Albert Suite is a beautiful and spacious venue situated on the second floor of our Georgian building encompassing classic grandeur with contemporary comforts. This room boasts natural daylight with wall-to-wall windows, a traditionally high ceiling and its own private entrance.

Licensed for up to 200 guests seated and 300 standing, this event space makes for a perfect festive evening.

With private loos, cloakroom, and in-built bar, the Prince Albert Suite offers you and your guests a truly exclusive experience.



Standing 300



Dinner Dance 200

PRINCE ALBERT PACKAGES



TWO TURTLE DOVES - FROM £185 + VAT PP

80 - 200 guests

(18:30 - 23:30)

Exclusive hire of the Prince Albert Suite from 18:30 - 23:30

One glass of Prosecco or Mulled Wine per guest

A delicious three course festive dinner

Half a bottle of house wine and mineral water per person with the meal

Account / Cash bar

PA system and handheld mic for the speeches

DJ and dancing for the evening

All staffing required for a seamless service

Furniture, linen, and tableware

Festive Theming

Dedicated entrance with a gate attendant for one hour

Event security

THREE FRENCH HENS - FROM £160 + VAT PP

80 - 300 guests

(18:30 - 23:30)

Exclusive hire of the Prince Albert Suite from 18:30 - 23:30

One glass of Prosecco or Mulled Wine per guest

6 delicious canapes

4 festive bowls

Half a bottle of house wine and mineral water per person with the meal

Account / Cash bar

PA system and handheld mic for the speeches

DJ and dancing for the evening

All staffing required for a seamless service

Furniture, linen, and tableware

Festive Theming

Dedicated entrance with a gate attendant for one hour

Event security

A PARTRIDGE AND A PEAR TREE- FROM £225 + VAT PP

80 - 200 guests

(16:00 - 23:00)

Exclusive hire of the Prince Albert Suite from 16:00 - 23:00

Complimentary Zoo access for you and your guests during Zoo operating hours

Two glasses of Prosecco or Mulled Wine per guest

3 canapes per person

A delicious three course festive dinner

Half a bottle of house wine and mineral water per person with the meal

Account / Cash bar

PA system and handheld mic for the speeches

DJ and dancing for the evening

All staffing required for a seamless service

Furniture, linen, and tableware

Festive Theming

Dedicated entrance with a gate attendant for one hour

Event security

If you're looking for something different to our package, please let us know and we would be happy to work with you to bring your ideas to life

Pricing is subject to guest numbers and any changes made to the packages above

OUR SPACES

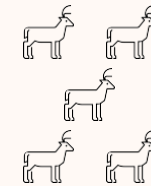
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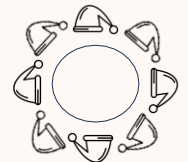
The Mappin Pavilion

Situated in the heart of the Zoo, this elegant Grade II listed building overlooks its own private exhibit - emus and wallabies in their Australian Outback enclosure.

Licensed for up to 80 guests seated and 120 standing. This event space acts as the most versatile setting for a festive celebration. With the Zoo closing earlier in winter, you will have full privacy of the Mappin Terrace.



Standing 120



Dinner Dance 200

MAPPIN PAVILION PACKAGES



TWO TURTLE DOVES - FROM £200 + VAT PP

40 - 80 guests

(18:30 - 23:30)

Exclusive hire of the Mappin Pavilion from 18:30 - 23:30

One glass of Prosecco or Mulled Wine per guest

A scrumptious three course festive dinner

Half a bottle of house wine and mineral water per person with the meal

Account / Cash bar

PA system and hand held mic for the speeches

DJ and dancing for the evening

All staffing required for a seamless service

Furniture, linen, and tableware

Festive Theming

Dedicated entrance with a gate attendant for one hour

Event security

THREE FRENCH HENS - FROM £155 + VAT PP

40 - 120 guests

(18:30 - 23:30)

Exclusive hire of the Mappin Pavilion from 18:30 - 23:30

One glass of Prosecco or Mulled Wine per guest

6 delicious canapes

4 festive bowls

Half a bottle of house wine and mineral water per person with the meal

Account / Cash bar

PA system and handheld mic for the speeches

DJ and dancing for the evening

All staffing required for a seamless service

Furniture, linen, and tableware

Festive Theming

Dedicated entrance with a gate attendant for one hour

Event security

A PARTRIDGE AND A PEAR TREE - FROM £250 + VAT PP

40 - 80 guests

(16:00 - 23:00)

Exclusive hire of the Mappin Pavilion from 16:00 - 23:00

Complimentary Zoo access for you and your guests during Zoo operating hours

Two glasses of Prosecco or Mulled Wine per guest

3 canapes per person

A scrumptious three course festive dinner

Half a bottle of house wine and mineral water per person with the meal

Account / Cash bar

PA system and handheld mic for the speeches

DJ and dancing for the evening

All staffing required for a seamless service

Furniture, linen, and tableware

Festive Theming

Dedicated entrance with a gate attendant for one hour

Event security

If you're looking for something different to our package, please let us know and we would be happy to work with you to bring your ideas to life

Pricing is subject to guest numbers and any changes made to the packages above

OUR SPACES

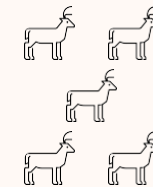
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The Terrace Restaurant

The modern Terrace Restaurant is ZSL London Zoo's go to reception venue, housed in the historic Regent's Building and perfect for large-scale events. This visually stunning space boasts a soaring double-height ceiling with an impressive mezzanine floor which leads onto an upper terrace deck in the heart of Barclay Court.

With its spacious and lofty interior and mezzanine floor, the Terrace Restaurant can accommodate up to 700 guests for a standing reception. This space is perfect for an evening summer party, Christmas do or good old-fashioned knees up, with the added bonus of Barclay Court at your disposal.



Standing 700

The Terrace Package

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STANDING - FROM £150 + VAT PP

300 - 700 guests

(19:30 - 00:00)

Exclusive hire of the Terrace Restaurant from 19:30 - 00:00

One glass of Prosecco or Mulled Wine per guest

2 double bites, 4 festive bowls, 2 sweet canapes tray served
and available from food stations

Two hour unlimited house wine, beer and softs followed by
a cash / account bar

PA system and handheld mic for the speeches

DJ and dancing for the evening

All staffing required for a seamless service

Furniture, linen, and tableware

Festive Theming

Dedicated entrance with a gate attendant for one hour

Event security



If you're looking for something different to our package, please let us know and we would be happy to work with you to bring your ideas to life

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EXAMPLE SCHEDULE - EXPLORER PACKAGE

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Our friendly and professional coordinator will be with you every step of the way, from menu tasting all the way until the day itself.

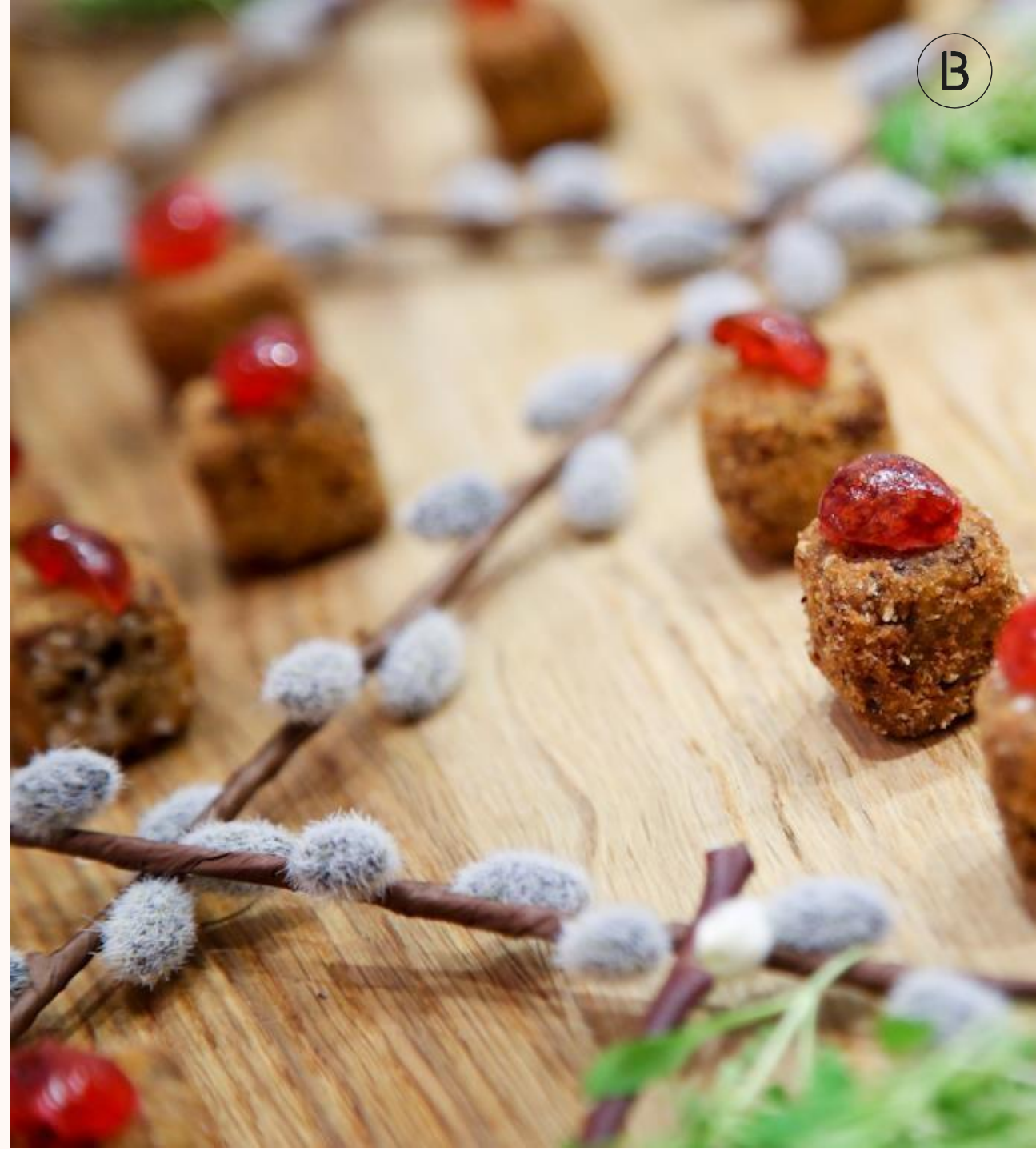
We will thoughtfully advise on the best timings based on how you would like the day and evening to run, for example:

14:00	Entry to the Zoo for you and your guests
16:00	Drinks & canapes
18:00	Festive dinner is served
20:00	Dancing and cash bar
22:30	Last drinks served
23:00	Guests depart

If you would like recommendations for florists, entertainment or lighting we would be more than happy to share some of our most trusted suppliers with you.

ADD ONS

ADD 3 CANAPES	£10.50 + VAT
ADD SPIRITS TO YOUR PACKAGE	£14.00 + VAT
CHEESE STATION	£9.50 + VAT
UPGRADE TO CHAMPAGNE	£5.00 + VAT
FESTIVE COCKTAIL	£9.00 + VAT
CHRISTMAS CRACKERS	£1.50 + VAT
ZOO GOODY BAG	£25.00 + VAT
NITRO PODS	POA
BAILEYS HOT CHOCOLATE	£8.00 + VAT
PHOTOBOOTH	POA
POPCORN	£10.00 + VAT
CANDY FLOSS	£15.00 + VAT
EVENING FOOD (PER ITEM)	£6.00 + VAT
EXTENSION PAST MIDNIGHT (PAS only)	FROM £1500.00 + VAT



TERMS & CONDITIONS

Contract

This contract is made between Benugo Limited (“us” or “we”) and you, the person, or company named as the Client in the front sheet of this document (the “Quotation”). We have agreed to provide the catering and hospitality services (the “Event Services”) for the Event as these are described in the Quotation on the terms and conditions below. The contract between us is formed by the Quotation and these terms and conditions. It becomes legally binding when we receive a signed copy of the Quotation from you together with the Deposit (as described below).

Price and payment

All Quotations are valid for three (3) months from the date of the Quotation. The anticipated price for the Event Services is set out in the Quotation and is exclusive of VAT (the “Price”). Unless otherwise agreed with us in writing, all prices listed in the Quotation for beverages are for budgetary purposes only and the final cost of beverages will be charged on the amount actually consumed at the Event. Menu prices listed in our Quotation are based on our costs at the date of the Quotation and are prepared on the basis of numbers set out in the Quotation. Our menu prices may change from time to time due to market availability and the cost of raw materials. We reserve the right to vary the Price where there are changes to costs. We will use our reasonable endeavors to keep you informed of any price changes and will try to avoid these changes where possible.

If as part of the Event Services we need to engage other service providers, any additional costs and expenses will be set out in the Quotation and included in the Price. Any losses or breakages will be charged by us at the replacement cost.

Deposit

To secure your booking for the Event Services, you must pay us: 75% of the anticipated Price when you return to us your signed copy of the Quotation. The remaining 25% will be due thirty (30) days before the day of the event. If you fail to make any payment to us in cleared funds within the time period specified we will not be obliged to provide any of the Event Services. Furthermore, we reserve the right to apply any deposit already received to compensate us in full for any costs we might have incurred up to such time. Furthermore, we reserve the right to apply any deposit already received to compensate us in full for any costs we might have incurred up to such time.

Final balance

We will send you an invoice for the final balance after the Event (the “Final Balance”). This will cover any additional costs for things such as the beverages consumed at the Event and other costs which we are entitled to recover from you.

The Final Balance is payable by you within thirty (30) days from the date of the invoice. You will make payment to us by cheque or bank transfer, as agreed in the Quotation. We may charge interest on any amount payable under this contract, which is not paid by the due date for its payment. Such interest shall be calculated on a daily basis at the rate of 3% per month above the base rate from time to time of the Bank of England.

The event services

Subject to you fulfilling your responsibilities under these terms and conditions, we will provide the Event Services on the date, at the time, for the duration and at the venue (the “Venue”) referred to in the Quotation. At least seven (7) working days before an Event, you will send us confirmation of final numbers and dietary requirements for the Event. If, in comparison to numbers set out in the Quotation, the final numbers have: increased, we will use our reasonable efforts to accommodate your request (although we cannot guarantee that we will be able to do so) and we will update the Final Balance accordingly. If there is a material increase in numbers we reserve the right to require you to pay us an additional amount in cleared funds before the Event to cover the additional costs we may incur as a result of the increase in numbers; and decreased, we will still invoice you for the number agreed in the Quotation, as we have budgeted for these minimum numbers.

TERMS & CONDITIONS

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Our performance standard

In providing the Event Services, we promise that: we will perform the services using all reasonable skill and care and to the standard reasonably expected of a contractor similar to us in the premium catering and hospitality industry; and all staff engaged by us under the terms of this contract will be adequately trained and will provide the catering and hospitality services in a professional manner.

Your responsibilities

Unless we agree something else with you or where we already operate the hospitality and catering services at the Venue, you will be responsible for: providing us (including our employees and contractors) with access to the Venue for the duration of the Event, together with any reasonable access required by us (our employees and contractors) before and / or after the Event; obtaining all necessary licences, permissions and consents which may be required for the Event to take place; ensuring that we have access to and use of all necessary equipment and utilities at the Venue for the duration of the Event and as may be required by us before and /or after the Event; and ensuring that all necessary equipment and utilities at the Venue are in good working order and sufficiently maintained and safe for us to be able to provide the Event Services. We cannot accept any responsibility for failure to provide any of the Event Services where such failure is due to your failure to provide any of the things listed above.

Cancellations

If for any reason you cancel an Event after you have returned a signed copy of the Quotation to us you will receive a percentage refund of the Deposit paid to us, depending on when we receive your notice of cancellation, as follows: sixty (60) days before the Event - 90%; forty (40) days before the Event - 80%; thirty (30) days before the Event - 70% fourteen (14) days before the Event - 50%; and five (5) days before the Event - 0%. If you cancel an Event at any time and we have already incurred costs or accepted responsibility for paying third parties, we reserve the right to charge you for these.

Abandonment

If we are delayed or prevented in any way from carrying out the Event Services due to circumstances outside our control (including, but not limited to fire, flood, adverse weather conditions, strike, acts of terrorism or civil disruption), you agree that we will not be liable for any failure or delay in performance of our obligations under this contract. If these circumstances continue then (subject to our ability to be able to mitigate our costs) we will reimburse you for any payments you have made to us for the Event Services.

Insurance

We will have in force adequate insurance with a reputable insurance company to cover our potential liability under this contract, including without limitation public liability insurance and insurance against property damage.

It is your responsibility (and we strongly recommend) that you take out insurance to cover the Event and any cancellation of it.

Limitation of liability

Subject to condition our total liability to you under, or in connection with the contract, however arising, shall be limited in aggregate as follows: for loss or damage to physical property to £5,000,000; and for all other loss or damage, to an amount equal to the Price.

We shall in no circumstances whatever be liable to you for any loss of profit, or any indirect or consequential loss arising under or in connection to the contract. We do not exclude or limit our liability for death or personal injury caused by negligence, or any other matter which may not be excluded or limited by law.

Confidentiality

Both of us will keep confidential and not use any confidential information we obtain about the other (or any of our related companies) in connection with the Event, or any of the arrangements connected to it. This obligation will continue after the Event has taken place.

TERMS & CONDITIONS

Suppliers

All entertainment, AV, DJ, lighting, theming or any external supplier must be either booked via the Zoos preferred suppliers or agreed and approved with your Event Planner.

Animal Welfare

Please note at this stage, in accordance with animal welfare, under no circumstances will drums or any form of percussion instrument be allowed on-site. In addition, no confetti or balloons will be allowed at your event. The restrictions in place are not exhaustive of the above list and will always be subject to change, even in the immediate lead up to your event and in some cases on the day. We reserve the right to alter your activities and external supplier without argument where required. We therefore strongly recommend you discuss any suppliers, decoration, activities etc with your Co-ordinator.

Access Times

Included with your booking is half an hour complimentary load in and half an hour complimentary load in and out time. If load in or out exceed these time limits, additional charges may apply.

Security

Security is mandatory for all events which fall outside of ZSL's opening hours. Security is included in your package as quoted. Should the requirements of your event change, these charges are subject to change.

Confirming your Event

To confirm your event, we require a deposit of 75% of the total contracted value, along with a signed contract. This will be followed by payment of the balance due one month prior to your event.

General

You shall not acquire any of our intellectual property rights by engaging us to provide the Event Services. We will not acquire any of your intellectual property rights in providing the Event Services. We are contracting with you as an independent contractor. Nothing in this contract shall create a partnership or the relationship of principal and agent or employer and employee between us and you. If any provision of this contract is found by any court or administrative body or competent jurisdiction to be invalid or unenforceable, the invalidity or unenforceability will not affect the other provisions of this Contract and all provisions not affected by the invalidity or unenforceability will remain in full force and effect. You will not transfer this contract or any of your rights, liabilities or obligations, nor will you sub-contract any of your obligations under it (whether in whole or in part) without first obtaining our prior, written consent. Neither party to this contract intends any term of this contract to be enforceable by any third party. This contract and all non-contractual obligations arising out of or connected to it will be governed by and construed in accordance with English law and the parties agree to the exclusive jurisdiction of the English Courts.



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