



Christmas Party

at The Pen and Pencil

About

The Pen and Pencil is a vibrant bar and restaurant situated in Manchester's bustling Northern Quarter.

We take our name and inspiration from the infamous mid-20th Century bar on East 45th Street in New York, popular with the original 'Mad Men.'

Our private room is available 7 days a week, comes with exclusive use of its own staffed bar and can accommodate up to 70 guests. The room is equipped with a projector, screen and microphone, plus independent volume control and air-conditioning.

The full venue is open for private hire on selected evenings – capacity is 200 guests.

We host a selection of Manchester's finest cutting edge DJs on Friday and Saturday nights playing electro, soul, funk and disco.

Our drinks menu contains a full range of specially created cocktails, craft beers, wines and champagnes, perfect for any event. We also offer private bottomless brunches, 3-course menus, sliders and buffet packages to suit any occasion.

We also have other areas of the building available for smaller group sizes.



FRONT ROOM
TABLES & BENCHES
CAPACITY
50-70



BACK ROOM
CAPACITY
40-70



FRONT ROOM
RAISED SECTION
CAPACITY
15-30





*Unleash the tinsel and your nan's knitted sweaters,
Buy a few baubles and send Christmas letters,
It's that one time of year when you go out with work,
Old friends and family, even great Uncle Kirk.*

*Listen to Wham and get in the mood,
There'll be DJs and dancing and plenty of food,
3 course-meals, buffets and sliders,
Cocktails, mulled wine and hot apple ciders.*

*Whether a couple of glasses and a table for two,
Or a complete private room to host your work do,
Whatever you're looking to do this December,
Let's plan it together, make it one to remember at
The Pen and Pencil.*



Private Room

- Available 7 days a week
- Perfect for 30-70 guests
- Use of exclusive bar and private bartender for groups of 30+
- Screen & projector available on request
- Independent volume control and air-conditioning
- £200 refundable deposit
- £1000 minimum spend

Table Reservations

- Small and large table reservations – available 7 days a week
- Bookings of 6-10: £50 refundable deposit required
- Bookings of 10+: £200 refundable deposit required

Full Venue

- Full venue hire available on select days. Minimum spend applies.
- 200 capacity

We host some of Manchester's most cutting edge DJs every Thur-Sat night throughout December, playing electro, funk, soul and disco

Buffets and Sharing Packages

We have a number of food packages available to suit all tastes, budgets and dietary requirements.

Canapé Mix A

£13 per guest (1 of each per person)

- Pastrami & horseradish crostini
- Goats cheese & cranberry tartlets (v)
- Spicy ricotta & roasted pepper tartlet topped with roasted almonds (v)
- Prosciutto, mozzarella & basil skewers
- Filo parcels with fig and goats cheese (v)
- crostini with smoked salmon, topped with diced egg and capers

Canapé Mix B

£15 per guest – (1 of each per person)

- King prawn & chorizio skewer topped with gremolata
- Devilled coronation eggs
- Filo parcel with fig and goats cheese (v)
- Spicy cod fritters with harissa honey dip
- Goats cheese & cranberry tartlets (v)
- Stick pork belly skewer



Christmas sliders menu

£3.50 per slider
(recommended: 4 sliders £14 per person)

- Lamb with smoked tomato jam
- Chicken, mozzarella and cranberry
- Halloumi with red pepper pesto (v)
- Breaded spiced fish with sriracha mayo
- Beef patty with Red Leicester and onion chutney
- Large flat mushroom with pea and mint puree. (v)



3-Course Set Menu

If it's a sit-down meal you're looking for, we offer a festive 2-course and 3-course menu.

2 Courses £24.50

3 Courses £29.50

Starters

Butternut squash & sweet potato soup, with garlic and herb croutons (v)

Smoked salmon toast. Smoked salmon, avocado creme fraiche and radish's, served on toasted rye bread.

Chicken liver parfait, with toasted sourdough and red onion marmalade



Mains

All main courses are served with roasted potatoes, carrots, parsnips and sprouts.

Roast breast of turkey., Sausage & cranberry stuffing, pigs in blankets, Red wine gravy

Roast salmon, baby potatoes, samphire, lemon & chive butter

Roasted vegetable & goats cheese tart, cherry tomato & basil sauce (v)



Desserts

Christmas pudding, served with brandy sauce.

Plum, apple and cinnamon crumble, served with custard.



Drinks Packages

4 bottles of house white wine	£60
4 bottles of house red wine	£60
10 bottles of Modelo Especial	£40
10 bottles Brooklyn Beer	£40
5 bottles of Sant' Orsola Prosecco	£110
10 Tanqueray Gin & Tonics	£40
10 Ketel One Vodka & Pepsi	£40
10 Bulleit Bourbon & Pepsi	£40
10 house cocktails (choose from range)	£65





Get in touch

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Terms

All Christmas deposits paid are non-refundable in case of cancellation or failure to attend the venue at the appointed date and time.

The deposit will not be returned to the organiser until the minimum spend for that night has been reached.

If the minimum spend is not met, we will keep the remainder of the deposit. If the minimum spend is met, the remainder of the deposit will be returned within 7 days after your event.

All food pre-orders need to be given to the Pen and Pencil 2 weeks prior to booking to enable us to facilitate the order.

Children under 18 years are not allowed in the venue after 6pm.

Any damage caused by the party is the sole responsibility of the party and the deposit may be retained against any incurred costs of the venue.

Glitter, confetti or sticking any materials to the furniture is not permitted, unless agreed before the event.