

Thursday Night Dinners: Terms and Conditions 2025-26

Formal Hall dinners (sometimes known as Guest Night at other Colleges) offers the chance to enjoy a formal, beautifully prepared meal in the impressive Reuben Dining Room. Cultural dinners are international, cultural or themed informal dinners, intended to celebrate and inform the College community.

2025-2026 Prices

Formal Hall		Cultural Dinners	
Reuben Member	£25.00	Reuben Member	£15.00
per person		per person	
Student Guest(s) (as permitted)	£28.00	Student Guest(s) (as permitted)	£18.00
per person		per person	
Non-Student Guest(s) (as permitted)	£30.00	Non-Student Guest(s) (as permitted)	£20.00
per person		per person	

Booking and Cancellation Policy

In order to attend, you must book your place via the format and by the date communicated through the termcard and/or weekly Reuben newsletters. **No bookings will be taken after this deadline.** As College costs are incurred, and cannot be recovered, as soon as the booking window closes, tickets cannot be cancelled or refunded past this deadline; however, places can be transferred on terms and conditions outlined below.

Guest policy

Each Reuben member (student, Fellow or staff) may normally bring up to five guests if/when guests are permitted at the event and subject to an overall restriction on guest numbers. Guest tickets can only be booked by the Reuben member hosting them. **Reuben members must accompany and be responsible for their guest(s) for the duration of the event, and are responsible for payment of their attendance.**

Any Associate Member of Common Room or Alumni booking a non-student guest ticket do not need to be hosted by a Reuben member.

As College costs are incurred, and cannot be recovered, as soon as the booking window closes, **guest tickets are entirely non-refundable.** See below for information on alternatively 'transferring' a guest place.

Tickets are entirely non-refundable, and by booking a ticket you accept that if you or your guest is unable to attend, for whatever reason, you will still be charged.

Venue information

Seating plans will not be in place. We would recommend arriving early to ensure Reuben members and their guests can sit together.

Drinks

Drinks are available to purchase in the bar before the event and during gaps in the talks. Alcohol should not be bought into the hall, but under the terms of our licensing agreement can only be consumed if purchased from the bar.

Dietary requirements

All dietary requirements must be provided when you make your booking (including requirements for any guest). To ensure the safety of those eating, the College reserves the right to refuse food service in cases where allergies or dietary requirements have not been disclosed sufficiently in advance.

Transfers

If you have booked but are unable to attend, you may wish to offer your place to another. Please read the below terms and conditions of transfer of bookings carefully:

- Reuben member tickets paid for can be transferred to a Reuben member entitled to either a paid for or a 'free-of-charge ticket', but in neither case will the payment for the guest ticket be refunded by College. **They can not be transferred to a guest.**
- Guest tickets can be transferred to a Reuben member, to a 'student guest' or to a 'non-student guest', in all cases no refunds will be made, and additional charges may be due in the case of a 'student guest' ticket being transferred to a 'non-student' guest.
- The College does not have the capacity to arrange any transfer of places - this must be done by the Reuben member booked, and the College must be informed in good time (see below).

All requests to transfer a booking should be made to events@reuben.ox.ac.uk no later than 09:00 on the day of the event (with both original and replacement ticket holders in the email trail), and must include:

- 1) **The name of the person no longer attending,**
- 2) **The name of the person attending in their place,**
- 3) **Dietary requirements (including allergies) or whether there are none,**
- 4) **Any accessibility requirements of the new person attending.**

We will endeavour to accommodate dietary requirements of the new booking, but as food for the original booking will have already been ordered, we cannot guarantee this will always be possible.

We will usually not agree any transfers either

- o i) without this full information, or
- o ii) after the deadline of 9am on the day of the event¹.

Our thanks for attending to these terms and conditions, thus enabling the continued provision of these events on a sustainable and safe basis.

Reuben College, 19 November 2025

¹ In exceptional circumstances it may be possible to accommodate a transfer after this deadline; however (a) the attendee would be required to have the meal originally ordered without any changes and (b) the attendee could only be accommodated if they did not have any allergies or dietary restrictions (not already accommodated in the original booking), and will be required to certify this in writing, as it will not be possible to ensure that any allergens etc. are not present in the meal at this late stage.