



**Kinetic**

KxMarketing

# Catering Items Sold Report Explained

Marketing>Reports>General Reports>Catering Items Sold

This report pulls its information directly from the CATERING SCREEN.

If you add an item into the catering screen with a number of items and a price – that is what appears on the catering items sold report

Below there are 30 items @ \$19.35 =\$580

External Catering Booking

**Catering request for Midday**

Wednesday October 01 2025

**Details**

Date: 10/01/2025 Time: 12:30 PM End: 01:30 PM Covers: 30

Description: Lunch Booking Type: Lunch

Sites: University of Glasgow Service Type: Buffet

Provider: Catering - HS Central Kitchen

Main Room: 1 The Square - Meeting Room

Additional Rooms:

**Catering Items**

Catering Item	Qty	Amount	Splmt.
Business Lunch B	30	\$19.35	

Total Charge: \$580.50

**Catering Notes**

Freshly made sandwiches x 1 rpp  
Sweet potato bites x 2pp  
Seasonal fruit bowl  
Rustic muffin (eg carrot & oat banana & blueberry)  
Tea & coffee

**Delivery Notes**

Save Cancel

On the catering sold report:

All Catering Items Sold			
University of Glasgow, Area: All Areas			
Wednesday October 1 2025			
Provider - All Providers			
Catering Item	Number Sold	Total Value	
Business Lunch B	30	580.50	
Total	30	580.50	

If you add an item and it pulls in the price, but you then edit the price

If you add an item and it pulls in the price, but you then edit the price from \$5 to \$3

**Catering Items** Resources

**Items**

Catering Item	Qty	Amount	Splmt.
Soft Drinks Can	2	\$5.00	

Catering Items Resources

Items			
Catering Item		Qty	Amount
Soft Drinks Can	...	2	\$3.00

On the report it will pull the discounted price and not the price applied to the catering item in configuration

**All Catering Items Sold**  
**University of Glasgow, Area: All Areas**  
**Wednesday October 1 2025**

Provider - All Providers

Catering Item	Number Sold	Total Value
Business Lunch B	30	580.50
Soft Drinks Can	2	6.00
<b>Total</b>	<b>32</b>	<b>586.50</b>

The PDF version is just a print of the report.

**So the report is showing you the number of items pulled into the catering screen and the charge that is against that catering item.**

The number of items is totalled up and the cost per catering item is totalled up

**All Catering Items Sold**  
**University of Glasgow, Area: All Areas**  
**Wednesday October 1 2025**

Provider - All Providers

Catering Item	Number Sold	Total Value
Business Lunch A	100	1,825.00
Business Lunch B	30	580.50
Soft Drinks Can	2	6.00
<b>Total</b>	<b>132</b>	<b>2,411.50</b>

If chargeable catering is added into KxResidential – say under a Reservation – this is also pulled onto the catering items sold report

