



From the menu to the final plate.

A seasonal guide to a well-planned event.



Six recipes · quantities · shopping · service plan

Free edition 01 / September 2026. Generated editorial staff photograph; not a documented client event.

HOW TO USE THIS GUIDE

Clarity before shopping.

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Recipes are original editorial suggestions. They have not been kitchen-tested; make a trial batch before the event. This guide is inspiration for hosts, not a catering offer.

Use it alongside our free staffing calculator and event workbook. All tools are available without signup.

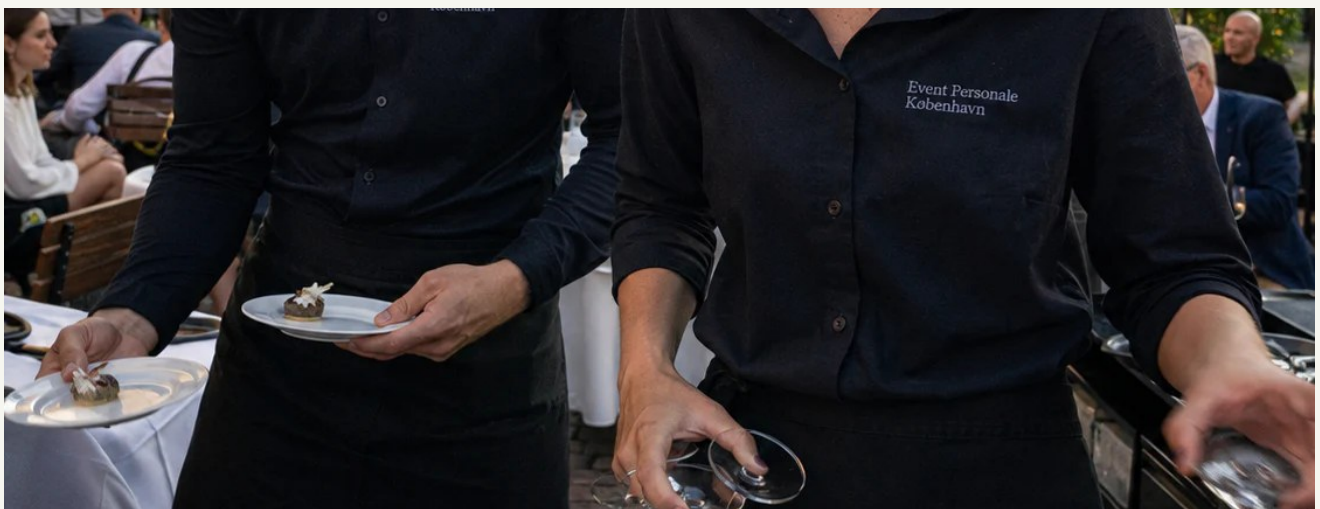
PLANNING

Choose a menu you can actually serve

Start with kitchen capacity, not the number of dishes. For 20 guests, choose tomato beans as the main, potato bake and cabbage salad as sides, then crumble. Squash salad and barley are alternatives, not compulsory extra dishes.

Agree the menu and portion size with whoever prepares the food. Six full dishes per guest do not automatically make a better event. Choose one warm main, two sides and one dessert; adjust for the event length, guests and other food.

These are original editorial suggestions, not kitchen-tested recipes. Try a smaller batch before your event. Eventpersonale provides staffing; this guide is not a catering offer.



Generated editorial staff scene.

PLANNING

Quantities without guesswork

Every recipe serves 10 in its stated role as a main, side or dessert. For 20 portions multiply each ingredient by 2; for 30 by 3; for 50 by 5. Formula: recipe quantity $\times$ desired portions $\div$ 10.

Use the stated net weight: drained beans, prepared vegetables and dry grain. Purchasing weight may be higher because of peel, liquid and packaging. Check actual product yields before ordering.

Scaling does not make the oven bigger. Split larger batches into the same shallow layers as the base recipe; do not just extend cooking time. Adjust salt, acid and seasoning gradually. Agree any spare portions from confirmed attendance, not a fixed waste percentage.

20portions = base $\times$ 2**30**portions = base $\times$ 3**50**portions = base $\times$ 5

WARM, SUBSTANTIAL SALAD · 10 BUFFET PORTIONS

Roasted squash with lentils and lemon

About 50 minutes

FOR 10 PORTIONS

1800 g squash, prepared

500 g dry green lentils

80 ml olive oil

2 stk / pcs lemons

30 g parsley

8 g salt, adjust to taste

METHOD

01 Cut squash into even 2 cm pieces. Toss with 50 ml oil and half the salt. Spread in one layer on two trays.

02 Roast at 200 °C conventional heat for roughly 30-40 minutes until tender, turning once. Ovens and piece size affect timing.

03 Rinse lentils and cook in plenty of water following the packet, typically 20-30 minutes. Drain.

04 Toss lentils with remaining oil, lemon juice and finely grated zest, and chopped parsley. Fold in squash and season. Serve promptly or follow the cooling plan.

Allergens: None of the 14 declarable allergens is intended in the base recipe. Check every label and cross-contact.

Alternative: Already vegan. Swap lentils for drained chickpeas at the same cooked weight.

SHOPPING HELPER · NET QUANTITIES

Ingredient	20	30	50
squash	3600 g	5400 g	9000 g
dry green lentils	1000 g	1500 g	2500 g
olive oil	160 ml	240 ml	400 ml
lemons	4 stk / pcs	6 stk / pcs	10 stk / pcs
parsley	60 g	90 g	150 g
salt	16 g	24 g	40 g

20 / 30 / 50 portions. Adjust salt, acidity and spices to taste. Cooking time does not scale linearly.

COLD SALAD · 10 SIDE PORTIONS

Beetroot, apple and crisp cabbage

About 25 minutes using cooked beetroot

FOR 10 PORTIONS

- 700 g cooked beetroot, chilled
- 700 g white cabbage
- 400 g cored apples
- 60 ml rapeseed oil
- 60 ml lemon juice
- 20 g sugar
- 6 g salt

METHOD

- 01 Use ready-to-eat chilled beetroot. Wash cabbage and apples; use a clean board and knife.
- 02 Finely shred cabbage, dice beetroot and thinly slice apples.
- 03 Whisk oil, lemon, sugar and salt. Dress cabbage and apple first, then fold in beetroot.
- 04 Taste and refrigerate at no more than 5 °C until service. Put out small bowls at a time and keep the reserve chilled.

Allergens: No intended declarable allergens; check any purchased marinated beetroot.

Alternative: Vegan. Pear can replace apple; add just before service.

SHOPPING HELPER · NET QUANTITIES

Ingredient	20	30	50
cooked beetroot	1400 g	2100 g	3500 g
white cabbage	1400 g	2100 g	3500 g
cored apples	800 g	1200 g	2000 g
rapeseed oil	120 ml	180 ml	300 ml
lemon juice	120 ml	180 ml	300 ml
sugar	40 g	60 g	100 g
salt	12 g	18 g	30 g

20 / 30 / 50 portions. Adjust salt, acidity and spices to taste. Cooking time does not scale linearly.

HOT SIDE DISH · 10 PORTIONS

Potato and leek bake with thyme

About 85 minutes

FOR 10 PORTIONS

2000 g peeled potatoes

600 g trimmed leeks

600 ml milk

300 ml cream

20 g butter

10 g salt

5 g fresh thyme

METHOD

01 Slice potatoes about 3 mm thick. Wash leeks thoroughly and slice finely. Butter two shallow ovenproof dishes.

02 Layer potatoes and leeks. Mix milk, cream, thyme and salt; pour over, leaving room below the rim.

03 Cover and bake at 190 °C conventional heat for about 45 minutes. Uncover and bake another 20-30 minutes until tender and golden.

04 Check heating with a clean probe: use 75 °C as this guide's straightforward check. Rest briefly before portioning; follow the temperature plan during service.

Allergens: Milk. Plant-based substitutes may contain soy, oats or nuts; check the label.

Alternative: Vegan: use unsweetened plant drink, cooking cream substitute and oil in equivalent amounts. Texture and allergens change.

SHOPPING HELPER · NET QUANTITIES

Ingredient	20	30	50
peeled potatoes	4000 g	6000 g	10000 g
trimmed leeks	1200 g	1800 g	3000 g
milk	1200 ml	1800 ml	3000 ml
cream	600 ml	900 ml	1500 ml
butter	40 g	60 g	100 g
salt	20 g	30 g	50 g
fresh thyme	10 g	15 g	25 g

20 / 30 / 50 portions. Adjust salt, acidity and spices to taste. Cooking time does not scale linearly.

HOT PLANT-BASED MAIN · 10 PORTIONS

White beans with tomato and rosemary

About 45 minutes

FOR 10 PORTIONS

- 2000 g cooked white beans, drained
- 1600 g canned chopped tomatoes
- 500 g peeled onions
- 30 g garlic
- 60 ml olive oil
- 8 g fresh rosemary
- 10 g salt, adjust to taste

METHOD

- 01 Use fully cooked beans; this recipe does not explain how to prepare raw dried beans. Rinse and drain.
- 02 Chop onion and garlic. Soften onions in oil over medium heat for about 8 minutes. Add garlic and finely chopped rosemary for 1 minute.
- 03 Add tomatoes and simmer for 15 minutes. Fold in beans and heat thoroughly, about 10-15 minutes; check 75 °C.
- 04 Season and serve with salad and a little bread or potato bake. Keep reserve portions under temperature control.

Allergens: No intended declarable allergens in the dish. Accompanying bread may contain gluten and sesame.

Alternative: Already vegan. Replace a quarter of the beans with roasted squash for a softer texture.

SHOPPING HELPER · NET QUANTITIES

Ingredient	20	30	50
cooked white beans	4000 g	6000 g	10000 g
canned chopped tomatoes	3200 g	4800 g	8000 g
peeled onions	1000 g	1500 g	2500 g
garlic	60 g	90 g	150 g
olive oil	120 ml	180 ml	300 ml
fresh rosemary	16 g	24 g	40 g
salt	20 g	30 g	50 g

20 / 30 / 50 portions. Adjust salt, acidity and spices to taste. Cooking time does not scale linearly.

WARM SIDE DISH · 10 PORTIONS

Pearl barley with mushrooms and parsley

About 45 minutes

FOR 10 PORTIONS

600 g dry pearl barley

1200 g cultivated mushrooms

300 g onions

70 ml olive oil

30 g parsley

60 ml lemon juice

8 g salt, adjust to taste

METHOD

01 Cook barley in plenty of water according to the packet; drain excess water. Use only familiar cultivated mushrooms.

02 Clean and slice mushrooms. Chop onions. Fry mushrooms in small batches with half the oil so they brown rather than steam.

03 Soften onions in remaining oil and combine with hot barley and mushrooms. Heat the mixture through to 75 °C.

04 Add lemon and parsley and season. Serve promptly; cooked grains need the same cooling and hot-holding controls as other prepared dishes.

Allergens: Gluten (barley).

Alternative: Vegan. Use labelled gluten-free buckwheat instead of barley if needed; follow its packet and control cross-contact.

SHOPPING HELPER · NET QUANTITIES

Ingredient	20	30	50
dry pearl barley	1200 g	1800 g	3000 g
cultivated mushrooms	2400 g	3600 g	6000 g
onions	600 g	900 g	1500 g
olive oil	140 ml	210 ml	350 ml
parsley	60 g	90 g	150 g
lemon juice	120 ml	180 ml	300 ml
salt	16 g	24 g	40 g

20 / 30 / 50 portions. Adjust salt, acidity and spices to taste. Cooking time does not scale linearly.

DESSERT · 10 PORTIONS

Apple crumble with oats and cinnamon

About 55 minutes

FOR 10 PORTIONS

- 1500 g cored apples
- 150 g rolled oats
- 150 g wheat flour
- 150 g butter
- 180 g sugar
- 5 g ground cinnamon
- 30 ml lemon juice

METHOD

- 01 Cut apples into 1-2 cm pieces. Toss with lemon, cinnamon and 60 g sugar. Divide between two shallow dishes.
- 02 Rub cold butter into flour, oats and remaining sugar. Scatter over apples without compressing.
- 03 Bake at 190 °C conventional heat for about 30-40 minutes until apples are tender and topping golden. Timing depends on apple variety and dish.
- 04 Portion with a dedicated utensil. Serve optional cream or vanilla topping separately, chilled and with its own allergen information.

Allergens: Gluten (wheat, oats) and milk. Assess toppings separately.

Alternative: Vegan: use plant-based baking fat. For gluten-free: use certified gluten-free oats and a gluten-free flour blend; check texture in a small batch first.

SHOPPING HELPER · NET QUANTITIES

Ingredient	20	30	50
cored apples	3000 g	4500 g	7500 g
rolled oats	300 g	450 g	750 g
wheat flour	300 g	450 g	750 g
butter	300 g	450 g	750 g
sugar	360 g	540 g	900 g
ground cinnamon	10 g	15 g	25 g
lemon juice	60 ml	90 ml	150 ml

20 / 30 / 50 portions. Adjust salt, acidity and spices to taste. Cooking time does not scale linearly.

PLANNING

Shopping for a menu for 20

Example menu: tomato beans, potato bake, cabbage salad and crumble. Buy 4 kg drained cooked beans; 3.2 kg chopped tomatoes; 1 kg peeled onions; 60 g garlic; 16 g rosemary; 4 kg peeled potatoes; 1.2 kg trimmed leeks; 10 g thyme.

Also: 1.4 kg cooked beetroot; 1.4 kg white cabbage; 3.8 kg cored apples; 1.2 litres milk; 600 ml cream; 340 g butter; 300 g oats; 300 g wheat flour; 400 g sugar; 10 g cinnamon; 120 ml olive oil; 120 ml rapeseed oil; 180 ml lemon juice; about 52 g salt before adjusting seasoning.

This list doubles the recipes' net quantities and excludes bread, drinks and dessert toppings. Compare with existing stock, pack sizes and dietary needs. Flag chilled goods and assign one person to receiving and refrigerator space.

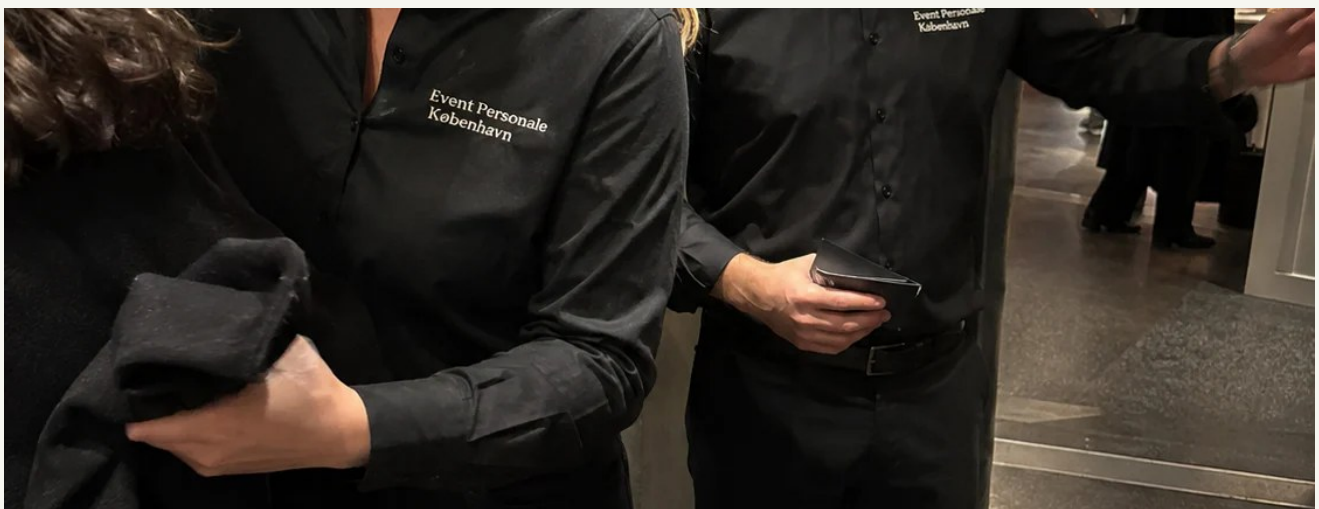
PLANNING

Equipment and capacity

Reserve shallow ovenproof dishes, trays, large pans, a colander, knives, separate boards, scales and measuring jugs. Have clean probes, chilled storage containers, labels and handwashing available.

Make an oven plan showing tray capacity and time slots. Confirm refrigerator space for cold salad and toppings before shopping. For larger events, the venue or kitchen lead must confirm capacity and power for hot holding.

Allow serving dishes and at least one dedicated utensil per dish. Separate clean plates from clearing. Have bin bags, cleaning supplies, towels and a clear return route so staff do not cross the guest queue.



Generated editorial staff scene.

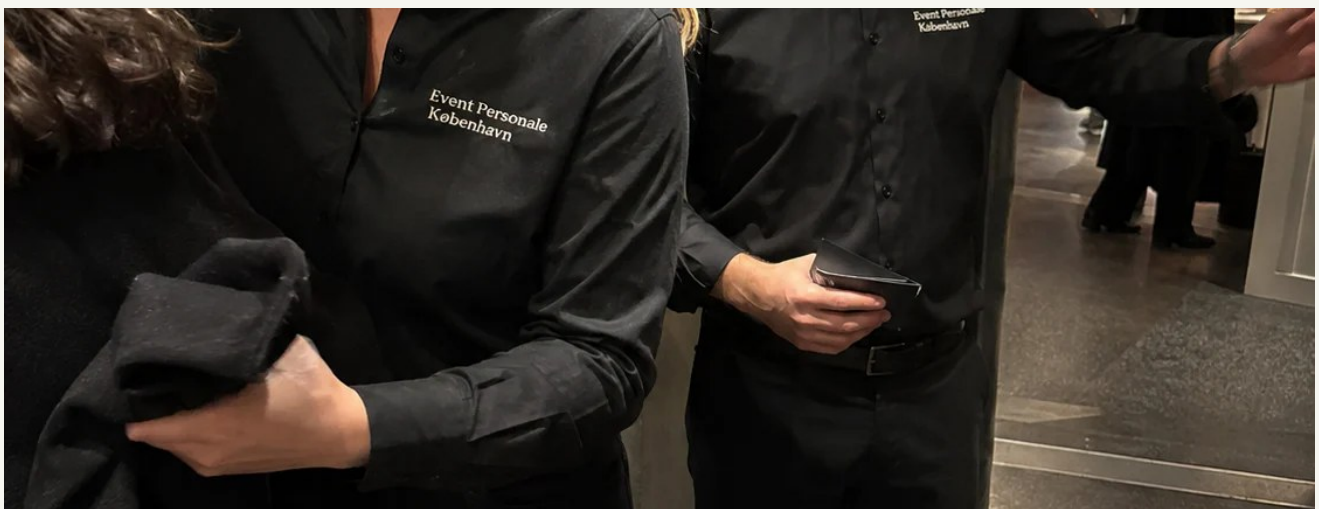
PLANNING

Before the guests arrive

One week before: confirm attendance, dietary requirements, menu, deliveries, equipment and responsibility. Three days before: review shopping, table plan, arrival time and close-down with each lead.

The day before: prepare labels and the service plan, check refrigerator space and set tables. Cook ahead only when rapid cooling and chilled storage can be safely managed; otherwise plan to cook on the day.

On the day: start with the longest oven jobs. Set a shared briefing time before arrival. Cover temperature checks, the allergen list, service order, restocking and who can approve changes.



Generated editorial staff scene.

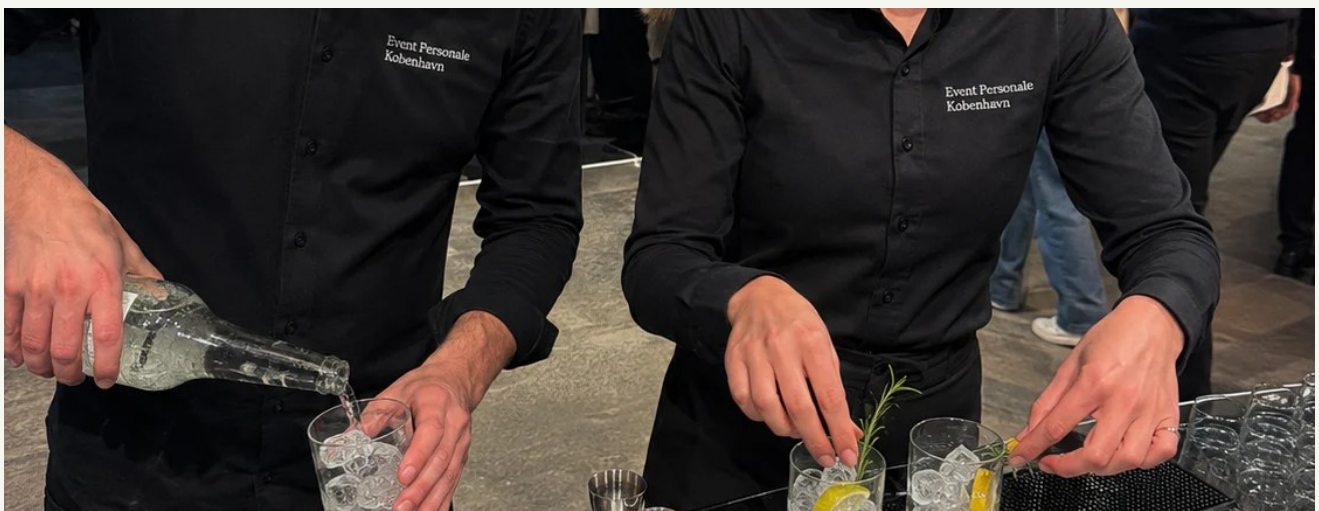
PLANNING

A buffet with a calm flow

Place plates first, followed by mains and sides. Move drinks and cutlery away from the narrowest part of the queue. Allow access from more than one side where the room and dishes permit.

Use smaller dishes and replenish by swapping in a fresh dish with its own utensil. Do not top up old leftovers with new food. Keep reserves hot or chilled according to the plan and label the time of display.

Assign buffet supervision, separate portions and table clearing. A label helps but does not replace a person who can obtain an accurate answer from the kitchen.



Generated editorial staff scene.

PLANNING

Allergens: no guessing at the table

Ask guests for relevant dietary needs and share only with people who need the information. Keep an ingredient list and labels for every product used. If an ingredient or supplier changes, update the allergen list.

The 14 groups are cereals containing gluten, crustaceans, eggs, fish, peanuts, soy, milk, nuts, celery, mustard, sesame, sulphur dioxide/sulphites above the relevant threshold, lupin and molluscs. Consult the authority source for exact definitions and exceptions.

Recipe allergen notes describe base ingredients, not a guarantee of absence. Substitutes and cross-contact can change the assessment. Use separate utensils and surfaces; do not promise allergen-free food unless the kitchen can ensure it.

PLANNING

Temperature and food safety

Keep the refrigerator at no more than 5 °C and follow stricter product instructions. Use a clean probe, not colour or steam, to check temperature. Separate raw ingredients from ready-to-eat food, wash hands and clean work surfaces.

This guide uses heating through to 75 °C as a straightforward check. Current Danish guidance specifies at least 56 °C for constant hot holding and recommends cooling from 56 to 10 °C within no more than four hours. Cool in small, shallow portions, then refrigerate. A large hot pan must not overload the refrigerator.

Time and temperature control need a responsible person and suitable equipment. Commercial service must follow the kitchen's food-safety procedures and current authority guidance. Uncertain temperature history or possible contamination must be assessed by the kitchen lead; smell alone does not establish safety.

PLANNING

Who does what during service?

An illustrative role split for a 40-guest event: one contact coordinates changes, one person covers the buffet and replenishment, and two handle welcome, drinks and clearing. This is a planning example, not a universal ratio or automatic recommendation.

Simultaneous arrivals, cocktails, stairs or many separate tables need dedicated attention at each station. Record tasks, start time and closing responsibility for each role. Kitchen management and cooking must not be assumed to be included in a waiter booking.

Use the staffing calculator for your chosen team and the workbook for shifts. Budget at least four billable hours per person per shift; briefing, setup and closing also take time.



Generated editorial staff scene.

PLANNING

Close-down, leftovers and next steps

Agree before the event who decides how leftovers are handled, who packs equipment and when the venue must be handed back. Separate food exposed on the guest buffet from untouched reserves and follow the kitchen's assessment of temperature and hygiene.

Photograph borrowed equipment on return where useful, note missing items and finish with a short handover. Delete guests' dietary notes when no longer needed and do not share guest lists through open links.

Continue with the free staffing calculator and event workbook. When booking, provide dates, address, roles and hours. Editorially prepared by Eventpersonale København; recipes have not been kitchen-tested. Sources checked 5 September 2026.

SOURCES · CHECKED 05.09.2026

Fødevarestyrelsen: varmebehandling og varmholdelse

Fødevarestyrelsen: kølekrav og nedkøling

Fødevarestyrelsen: allergener

Fødevarestyrelsen: køl mad hurtigt ned

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