



CATERING CONTRACT FORM

FUNCTION DATE

START TIME

FOOD SERVICE TIME

END TIME

LOAD IN/SET UP TIME

CONFIRMATION DATE (FOR FOOD ORDER, FINAL ATTENDANCE, ETC)

TYPE OF FUNCTION

FOOD SERVICE STYLE: BUFFET FAMILY STYLE

PRIVATE EVENT: YES NO

EVENT DETAILS

TICKETED EVENT: YES NO TICKET PRICE

LOCATION

ESTIMATED ATTENDANCE

EQUIPMENT RENTAL(SPECIFY BELOW)



CATERING FORM

MENU CHOICES

SPECIAL REQUESTS

ALLERGIES

TYPE OF DRINK SERVICE: OPEN BAR CASH BAR MORE INFO:

CONTACT PERSON EMAIL

PHONE NUMBER PAYMENT METHOD: CASH CHEQUE CREDIT CARD

CREDIT CARD NUMBER EXPIRY CCV

DEPOSIT AMOUNT PAID INVOICE REQUIRED: YES NO

* Cancellations must be given a minimum of 1 month prior to the event.

* La Fromagerie will add 18% gratuity on all drink & catering done in house and 10% on any out of restaurant catering.

* All catering must be paid within 48 hours of the event date.

* 1% surcharge will be added daily to any bill past-due. By signing below, I authorize my card on file to be charged should I exceed the 48 hour time period.

* If you spend over \$1500 in catering, your deposit will be applied as a credit to your bill.

SIGNATURE

DATE