



AGREEMENT

Katy's Catering
515 N. McKenzie Street, Foley, AL 36535
(251) 752-5202
info@katyscatering.com

Today's Date: _____

AGREEMENT between KATY'S CATERING hereinafter called the Caterer and _____ hereinafter called Patron.

Main Contact

Name _____ Work Phone _____ Cell Phone _____

Email _____ Fax No. _____

Mailing Address _____ City _____

State _____ Zip Code _____

Secondary Contact

Name _____ Work Phone _____ Cell Phone _____

Date of Function _____ **Location** _____

Function Start Time _____ **Function End Time** _____ **Time of Meal** _____

Approximate Number of Guests _____

Guaranteed Final Count _____
(Final count is due 10 days before event.)

Price per Guest \$ _____ **Price w/Service and Tax \$** _____

Other Charges \$ _____ **Anticipated Total \$** _____

*An 18% service charge (to cover clean-up of meal) and an 10% sales and meal tax will be added to all bills.

*A gratuity for the staff is optional, but always appreciated.

*Balance due 10 days before the function. Any monies due after the event will be billed.

Amount of Deposit \$ _____ Date Paid _____

Bills not paid in full within 30 days of the date of the event are deemed overdue and will be assessed a 1.5% interest charge, equivalent to 18% annually, further, if the patron fails to pay in a timely fashion and legal action is taken to recover any unpaid portion of the bill the patron is responsible for the caterer's reasonable attorney's fees.

- 1.) IT IS FURTHER AGREED as a condition precedent of the agreement that the Patron will pay a deposit, computed above on the acceptance of this contract. The deposit is non-refundable.
- 2.) All details of the menu and set-up will be on Page 3 of the contract.
- 3.) Patrons agree to inform Caterer at least 7 days in advance as to a definite number guaranteed. Unfilled reservations will be billed, Caterer will prepare for approximately 10% more not exceeding 10 guests. An additional \$5.00 per person charge will be added to any additions made after the final deadline in addition to the set price per guest
- 4.) The Caterer will exercise all reasonable care in security of liquor supplied by Patron and will furnish bartenders to dispense such liquor. However the patron will not hold the caterer liable if theft, breakage or vandalism should occur, or any other acts beyond reasonable care by the caterer.
- 5.) Should the affair be held in a facility with a liquor license held by the patron, then all security and/or liquor shall in no way involve the caterer and the patron will be responsible for all such aspects of the event.
- 6.) Patrons agree to begin function promptly at the scheduled time and to vacate premises at the closing hour indicated. The Patron further agrees to reimburse the Caterer for any overtime wages, payments or other expenses incurred by the caterer because of the Patron's failure to comply with these regulations.
- 7.) Patron assumes responsibility for any and all damages caused by any guest, invitee or other person attending function.
- 8.) It is understood that the Patron will conduct the function in and orderly manner and in compliance with all applicable laws, ordinances and regulations (and any special requirements of the patron set forth in the contract).
- 9.) In the event of breach of contract by Patron, the Caterer may keep deposit and patron shall be obliged to reimburse Caterer for any damage costs incurred reason of breach thereof, including, but not limited to, lost profits, the cost of any supplies purchased in anticipation of the event and for the contract price of the event.
- 10.) This contract is contingent upon the absence of accidents or any causes beyond the control of the caterer. The caterer also reserves the right to make reasonable substitutions if unable to secure specific items.
- 11.) This agreement is not assignable.

MENU:

*Note: All dishes for off-premise events will be disposable unless prior arrangements are made.

BAR: Y/N _____

SIGNATURE _____ **DATE** _____

Room Set-Up Specifications:

Linen Colors _____ Centerpiece _____

Head Table: Y/N _____ How Many? _____ Entry Table Y/N _____

Other Decorations _____

All decorations must be approved by management (confetti is prohibited at Katy's Catering Site).

Florist _____ DJ I Band _____ Cake _____

Audio/ Visual Equipment _____

*Smoking Is Allowed Outside Only Security: Y/N _____