

Simply Delicious Catering, LLC.
Terms & Payment Policy

Thank you for the opportunity to provide catering and support services for the event of

On _____ @ _____

Our entire professional catering team is excited about making this a successful & memorable event!

Simply Delicious Catering, LLC. requires a 50% non-refundable deposit at the time of the booking to reserve the date of your event. Receipt of the deposit is required to confirm SDC'S services for the specified event dated above.

Your confirmation of the final guest count is to be made no later than 7 business days prior to the event date. After that, the number may be increased up to 20 guests at the quoted per-person cost. If there is an increase after the 7-day deadline beyond the 20 guest buffer, you may be subject to a penalty in the per-person cost.

The per-person costs on the catering contract are based on the original guest count. If the confirmed guest count is less than the original proposed guest count, the per-person costs may increase. The amount of the increase is calculated in proportion to the overall size of your overall event. If your final guest count decreases by more than 30%, SDC reserves the right to withdraw from the event unless a satisfactory increase in the price is reached to offset the loss of revenue due to your decrease.

The balance owed is due upon the completion of the services of your event. If any additional billing is necessary, due to staff overtime or client's additional requests, SDC will bill separately for those overages after the event. Payments on invoices for overages are due within (10) days of receipt.

Cancellations of confirmed are subject to an administration/cancellation fee based on how close to the date of cancellation is to the event and no greater than the total of actual costs incurred in the preparation of the event.

Client's Name _____

Deposit Amount _____

Check # _____

Simply Delicious Catering, LLC.

Client's Acceptance

Date

Date

