



FAT CAT CATERING CONTRACT

| | |
|---|-------|
| Organization making Request | |
| Address | |
| City, State & Zip Code | |
| Contact Person | |
| Phone Number | |
| Purchase Order Number (Required for District Events) | |
| Email | |
| Date of Function | |
| Time Meal is to be Served | |
| Location of Function (Delivery charges may apply if function is not held on District Property) | |
| Type of Function | |
| Guaranteed Number of Guests (Number given is the number of meals you will be charged for) | |
| Menu Preferences: | |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| Additional Services Requested: | |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |

CONTRACT PRICE:

Food Total:

#of Guests _____ at \$ _____ per person \$ _____

Equipment Rental \$ _____

Linens \$ _____

Flowers, Candles, Centerpieces \$ _____

Delivery Charge \$ _____

Other: _____ \$ _____

TOTAL OF CONTRACT: \$ _____

Less Deposit (if given) \$ _____

Less District Discount (if applicable) \$ _____

OUTSTANDING BALANCE: \$ _____

Terms & Conditions

1. Customer understands and agrees that Fat Cat Catering charges a service fee of 50% of total charges for cancellations received with less than 2 weeks notice.
2. The contract price must be paid in full no later than 14 days from the invoice date. Payment may be made by cash or check. Purchases made by purchase order must be paid in full no later than 30 days from invoice date.
3. Customer agrees that if the actual number of guests is less than the Guaranteed Number of guests entered above, Customer will still be charged for the Guaranteed Number. If the actual number of guests is more than the Guaranteed Number entered above, Customer will be charged at Fat Cat Caterings established rate over the per person rate agreed upon for each guest over and above the Guaranteed Number.
4. _____ of Fat Cat Catering employees will be provided and will be in attendance from _____ a.m./p.m. until _____ a.m./p.m. If any of Fat Cat Catering employees are required outside of those hours, Customer will be charged an additional \$25.00 per hour (or portion thereof) per employee.
5. Fat Cat Catering reserves the right to substitute items (including but not limited to food and flowers) that become unavailable in the market or that exceed reasonable market prices. Fat Cat Catering will make best efforts to notify the client of such substitution(s) if time allows.
6. Any changes to the menu or special requests by Customer must be made in writing no later than 2 weeks prior to the event date. Additional charges may apply.
7. Fat Cat Catering and/or its agents shall be liable for any damage to or loss of property entrusted to its employees. Customer shall be liable for any damage to or loss of property rented to Customer which may be caused by Customer or guests of the Customer.
8. A delivery charge may apply for orders that are delivered off of District property and total less than \$100.
9. Refunds on cancellations due to extenuating circumstances will be considered on an individual basis and are made at Fat Cat Caterings sole discretion.

I agree to the above terms and conditions.

Signature of Customer

Date

Signature of Fat Cat Catering Coordinator

Date

Signature of Child Nutrition Director

Date