



CATERING SERVICES AND FEE SCHEDULE

Full-Service Catering:

Full-service catering includes our experienced professional staff, delivery, setup, and cleanup, and serving of meal. Rates start at \$185 and are based on service level and number of people, plus staffing charges (see below).

Delivery/Setup Charges:

Delivery Charges are based on distance and setup options.
Delivery/setup (deliver and setup your buffet table) - starts at \$85
Basic Delivery (bring into location and drop off) - starts at \$65
Curbside (someone would meet us outside for delivery) - starts at \$45

Serviceware Charges:

Warmer packs to own (aluminum racks, water pans, sternos, and serving spoons) - \$18 per set
Chafing dishes (hard racks, water pans, sternos, and serving spoons) - \$20 per set
Serving utensils (tongs, spoons, sporks or specular) - \$2 each
Serviceware (standard disposal plates, flatware, cups and napkins) - 1.50 per person
China (Glass plates, silver flatware, Glass) - \$8.50 per person
Linen Tablecloths and Napkins - call for price
Catering Boxes (used to transport food) - \$3.95 each
Setup Charges and Pickup charges will be applied

Service Charge:

18% Service Charge is added to contracts automatically and based on the total Food, Beverage and Dessert cost. The event production fee is not a gratuity for staff. It covers all the back-end costs.

Weekend Charges

We charge an additional 20% fee for weekend catering services that impact our Restaurant normal business hours and for certain holidays (25%). Impact is defined as service during peak times that require the restaurant to pause or close. We also charge a 30% fee for Next day or Rush Orders and 15% with 48 hours.

Staffing Charges:

A minimum of 4 hours is required for all Full-Service Catering events with a \$29.00 per hour (per staff member) staffing charge with a minimum of 3 staff members per event. Overtime fees are assessed at \$43.00 per hour with no exceptions. Payment is expected before our staff departs unless prior arrangements are approved.

Payments:

All orders must be invoiced prior to the event date. A 60% deposit and signed contract are required to secure your booking and reserve the date(s). The remaining balance must be paid in full 7 days prior to the event. For events scheduled within 5 days of delivery, the full invoice amount must be paid via Cash, Credit Card, or Organizational Check at the time of booking. Orders are considered final 3 days before the scheduled event, and changes cannot be made after this time. However, substitutions may be considered based on product availability. If your company requires a Purchase Order (PO), we can provide a quote, but a valid PO number must be included on the attached invoice to confirm the order. Accepted payment methods: Cash, Credit Cards (up to \$3,000 per order), or Organizational Checks. No personal checks are accepted without prior approval. A 3.6% processing fee applies to all credit card payments.

Cancellations:

Cancellations received up to 2 weeks prior to your event will be charged 25% of your REQUIRED deposit. Cancellations received less than 2 weeks prior to your event will be charged 75% of your REQUIRED deposit. Cancellations between 5 to 7 days will be charged 100% of REQUIRED deposit, plus any additional expenditures to date, including but not limited to cost of goods purchased, perishable items, contracted labor, special orders, rentals, and/or proposals cost. Cancellations 4 days prior to the event will forfeit 100% of the payment made to Caterer. Refunds for cancellations will be refunded within 21 days of the date of cancellation. Should the event be canceled by Caterer, Caterer will fully refund any deposit within 14 days of the date of cancellation.

Additional Menus are available upon request • Menu items and prices are subject to change without notice.