



MINUTE CHEFS CATERING COMPANY

CLIENT INFORMATION SHEET *TERMS & CONDITIONS*

PRICING

Prices quoted are firm for six months from date of issue. Where a function is set for more than six months in advance, prices are subject to review. If minimum numbers are not met a surcharge may apply. Any additional charges, such as hiring table cloths, candles, etc, can be added to the quote and clients will be advised beforehand.

CONFIRMING NUMBERS / PAYMENTS

A minimum deposit of 20% or there of must be received by Minute Chefs Catering Company to confirm the booking. If the booking is cancelled, the deposit is non-refundable. Final confirmation of number of guests is to be received at least one week prior to function, and final payment **MUST** be made at least one day prior to function. Payments can be made by cheque, money order, or bank deposit. A final account will be on hand for you at the function, or can be posted to you upon request.

TIMING

Minute Chefs Catering Company reserves a reasonable amount of time for each function. A surcharge may apply if you require our services beyond that point, and you will be consulted if such an instance arises.

WINE / BEER / SPIRITS

Due to liquor licensing we do not provide alcohol. We can give advice on pairing wine and beer with our food to give your function a complete dining experience. If you buy all your wine from Stevens Brook Estate they may provide bar staff at a cost. Please call Jacqui Stevens at 03 5480 2005 to discuss your wine selections, and quote Minute Chefs Catering Company.

CLEANING

General cleaning of the kitchen area is included in the cost of the function. Minute Chefs Catering Company is not responsible for any cleaning considered over and above normal.

PUBLIC HOLIDAYS

Public holidays will incur a 15% surcharge to cover staff wages.

WEDDINGS

Weddings require a minimum spend of \$2000. If finger food is less than \$750, staff costs will be charged.

FURTHER ENQUIRIES PLEASE CONTACT
ADAM MITCHELL 0409 252 300

April 2010