

Date of Event:-

Organiser:-

Contact Number:-

Menu:-

Starter:-

Main:-

Dessert:-

Coffee / Tea:-

Mints:-

Other Items:-.....

Number of Covers:-

Table Plan? Yes / No

Serving Time:-

Agreed Price p/p:-

Deposit Required:-

Special dietary requirements:-.....

Other Comments:-.....

Rolling Buffet from:-

This is a binding agreement and any subsequent changes must be made on this form and agreed by both parties.

Organiser:-

Catering Manager:-