



Event Policies

1. All food and beverage prices are subject to a service charge, based upon the level of service required. All food, beverage, rental fees, and service charges are subject to a 6% Michigan Sales and Use Tax. Prices are guaranteed 60 days prior to your event. Charges will be based on the contract guarantee or the actual number of guests served, whichever is greater. Cruisin' Chef Catering will be prepared to serve 5% over the guarantee.
2. Guarantee: Menu selections are due 30 days prior to your function. A guaranteed number is due ten business days prior to your function. This guarantee must be within 10% of your estimated count. If no final guarantee is received, we will consider the last number given to be the guaranteed number of guests. The guarantee is not subject to change after this deadline.
3. Food and Beverage: Our menus are suggested to complement your function. Custom menus are available and must be approved by the Chef. All buffets are designed to provide service for up to 2 hours according to the Michigan Health Code Policies.
4. Deposits and Payments: A deposit will be required to hold the service date for you. The deposit is non-refundable after 30 days of receipt and will be applied to your final bill. All bookings will be considered tentative until the deposit is received. Deposits for events booked within 90 days of the event are non-refundable. A \$1,000 deposit will be required for events of 100 people or greater. A \$800 deposit is required for food truck functions. Payment in full is due 5 days prior to the function unless direct billing arrangements have been made. Credit must be approved prior to the function for a direct bill. Payment of direct billing is due 10 days after the receipt of invoice. All functions will require payment of 50% of the anticipated costs 90 days in advance and 90% of the anticipated cost 30 days in advance. Payments made by credit card will be subject to a 3% processing fee.
5. Cancellation Policy: The client shall provide notice of any cancellation in writing. The deposit is only refundable if cancellation is received within the first 30 days of the deposit being placed, unless the function is planned within 90 days, under which circumstances the deposit is non-refundable. If it is received after that date, the deposit is non-refundable. Any function that is cancelled within 120 days of the event will be subject to a cancellation fee of 50% of the estimated revenue lost. Any funds held on account can be used towards the cancellation fee.
6. Excused Non-Performance: If Cruisin' Chef Catering is unable to perform its obligations under this agreement for reasons beyond its control, including, but not limited to, strikes, labor disputes, accidents, government requisitions, restrictions or regulations on travel, facility operations, commodities or supplies, acts of war or acts of nature, such non-performance is excused and Cruisin' Chef Catering may terminate this agreement without further liability of any nature, upon the return of the patron's deposit. In no event shall Cruisin' Chef Catering be liable for consequential damages of any nature for any reason.
7. Collection Costs: In the event that any amount due Cruisin' Chef Catering, its agents or employees must be collected through an attorney, then all costs of collection (including attorney fees) shall be paid by the client. A late fee of 3% per month will be imposed upon all amounts after each thirty day period. Billing arrangements are not standard policy. However, in the event billing arrangements are made prior to the event, a late fee of 3% per month will be incurred to the bill for every thirty day period after the event. A credit card processing fee of 3% will be incurred.

I have read, understand and agree with the legal binding contents of these policies.

Signature

Printed Name

Date

Date of Event: _____ Location of Event: _____