

## Classic Catering Terms & Policies

Our MINIMUM for a full service event is \$1,000.00; for a drop-off is \$500.

**Date Confirmation & Initial Deposits:** A signed contract and non-refundable reservation deposit is required to hold your date. The amount of deposit varies depending on the type of event. For drop-offs, it can be as little as \$100, larger fully catered events can be up to \$1500. Any conversations, proposals, etc. related to an event for a particular date between client and Classic Catering is not a guarantee that Classic Catering will be available for your event. We can only securely reserve your date on our calendar with receipt of the contract and non-refundable deposit.

**Balance of Payments/Cancellation Policies:** Please ask to see a copy of our contract for details.

**Minimum Guaranteed and Final Counts:** A minimum guaranteed count is due no later than 7 days prior to the event. The client is responsible for notifying Classic Catering of the guaranteed count. If the client doesn't confirm a minimum guaranteed count, then the estimated count provided in the latest proposal will be considered the guaranteed count for billing purposes. Increases to the guaranteed count may be taken up to 72 hours prior to the event but may be subject to menu restrictions.

**Menu Pricing:** The proposed menu price is determined based on volume. If your final guest count decreases by 10% or more, the menu price will change.

**Staffing:** Our uniformed and professional staff has a 4-hour minimum shift, portal to portal. If staff is required to work in excess of 8 hrs, time and 1/2 will be charged, as required by the State of California.

**Event Support Fee & Sales Tax:** A service support fee of 17% is added to the total bill for full service catered events. This fee includes but is not limited to trash removal and clean-up, dishwashing, miscellaneous décor, props, and service ware, uniform cleaning, all vehicle expenses, general liability insurance, and workers compensation. The Event Support Fee is not a gratuity and is not paid to the service staff working your event. Appropriate sales tax will be added to all invoices.

**Gratuities:** Classic Catering chooses not to "force" gratuities on our clients; they are left to your discretion. If you are happy with all or anyone's service in particular, you may choose to give a percentage of the total, or an amount for each staff member. Gratuities may be added to your final payment and will be distributed per your instructions, or you may choose to personally give staff members a gratuity the day of your event.

**Liquor Liability:** Classic Catering carries a liquor liability policy covering the service of alcoholic beverages to the guests at your event. We do not, however, have a liquor license and can only serve the alcohol our clients provide. Our professional bartenders are required to adhere to all California Liquor Control Board guidelines for serving alcohol to the general public. Guests that appear to be under the age of 30 will be carded. In addition, guests that appear to be inhibited and physically or mentally impaired by alcohol will no longer be served by the bartender.



*When the Occasion Matters...*

GREAT FOOD • GREAT SERVICE • EVERY TIME!

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