



**Proposal of Service**  
**Sweet and Savory Catering**  
**4340 W. 96th St**  
**Suite #104**  
**Indianapolis, IN 46268**  
**Phone: (317) 802-9004**

www.sweetsavorycatering.com melissa@sweetsavorycatering.com

---

<b>Prepared For:</b>	Sample Wedding Menu	<b>Event Date:</b>	1/1/2017 - Sunday
<b>Address:</b>		<b>Phone:</b>	
		<b>Event Title:</b>	Sample Casual Wedding Buffet
<b>Proposal #:</b>	1759	<b>Guest Count:</b>	150
<b>Service Style:</b>	Buffet	<b>Occasion:</b>	Wedding
<b>Salesperson:</b>			
<b>Venue:</b>	*Contact Address*	<b>Last Change:</b>	11/2/2016

---

<b>Timeline:</b>	5:30 PM Event Start
------------------	---------------------

---

**Passed Hors D'Oeuvres**

**Passed Hors D'Oeuvres**

**Mini Grilled Chicken Taco Bites**

*Grilled Seasoned Chicken, Black Beans, Tomatoes, Avocado, Onions, Cilantro & Creme Fraiche*

**Mini BLTs**

*Toasted Sourdough Bread Round with our Signature Bacon Aioli, Vine Ripe Tomato & Fresh Parsley*

**Assorted Snacks & Chips**

**Wedding Buffet Dinner**

**Caesar Salad with Asiago Croutons**

**Sweet & Savory Fried Chicken**

**Bourbon Barrel Smoked BBQ Pork**

**Coleslaw**

**Slow-Cooked Country Green Beans**

*with Smoked Ham Hocks & Sweet Vidalia Onions*

**Cheddar and Bacon Scalloped Potatoes**

**Cornbread & Biscuits**

**Children's Menu**

*Turkey & Cheese Wraps*

*Ham & Cheese Wraps*

*Peanut Butter & Jelly Wraps*

*Carrots & Celery Sticks with Ranch*

*Potato Chips*

*Fresh Fruit*

**Wedding Dessert**

**Apple & Blackberry Cobbler**

*with Vanilla Bean Ice Cream*

**Raspberry & Peach Cobbler**

*with Vanilla Bean Ice Cream*

**Pecan Pie**

**Indiana Sugar Cream Pie**

**Mini Cheesecakes**

**Wedding Cake**

*Custom Flavors*

**Food**

<b>Qty</b>	<b>Description</b>	<b>Unit Price</b>	<b>Total</b>
150	Passed Hors D'Oeuvres	\$0.00	\$0.00
150	Wedding Buffet Dinner	\$18.25	\$2,737.50
20	Children's Menu	\$9.15	\$183.00
150	Wedding Dessert	\$2.75	\$412.50
30	Wedding Cake	\$3.25	\$97.50
			<hr/>
		Food Subtotal	\$3,430.50

**Miscellaneous**

<b>Qty</b>	<b>Description</b>	<b>Unit Price</b>	<b>Total</b>
150	Plates, Forks, Napkins, Cups- Clear	\$2.00	\$300.00
			<hr/>

Miscellaneous Subtotal \$300.00

**Staffing**

<b>Qty</b>	<b>Description</b>	<b>Unit Price</b>		<b>Total</b>
3	Server	\$25.00	6 hrs	\$450.00
Staffing Subtotal				\$450.00

---

**Charges:** \$4,180.50

**15% Gratuity:** \$559.58

**Subtotal:** \$4,740.08

**Payments:** \$0.00

**Total Due:** \$4,740.08

**Deposit Amount:** \$500.00



## Contract for Service

**Sweet and Savory Catering**  
**4340 W. 96th St**  
**Suite #104**  
**Indianapolis, IN 46268**  
**Phone: (317) 802-9004**

www.sweetsavorycatering.com melissa@sweetsavorycatering.com

---

<b>Prepared For:</b>	Sample Wedding Menu	<b>Event Date:</b>	1/1/2017 - Sunday
<b>Address:</b>		<b>Phone:</b>	
<b>Contract #:</b>	1759	<b>Event Title:</b>	Sample Casual Wedding Buffet
<b>Service Style:</b>	Buffet	<b>Guest Count:</b>	150
<b>Salesperson:</b>		<b>Occasion:</b>	Wedding
<b>Venue:</b>	*Contact Address*	<b>Last Change:</b>	11/2/2016

---

### **Deposits and Prepayments**

A deposit of \$500.00 of the Total Estimated Amount is needed to confirm the booking of this event. Deposit refunds on cancellations are handled as follows –

Notice over 30 days prior to event:	full refund of deposit
Notice 10 to 29 days prior to event:	50% refund of deposit
Notice less than 10 days prior to event:	no refund of deposit

#### Payments:

50% of your total balance is due 2 weeks before your scheduled event. The balance is due the day of the event.

### **Guest Count Guarantee**

Food, beverage and add-on items charges based on guest count will be based on the Client's final guarantee. Final guest counts are due no later than one week before the date of the event. If no final guest count is received, we will use the number of guests used in the attached proposal. If the guaranteed guest count falls below 75% of the proposal guest count, the price per guest may be increased, based on menu selections. We will make every effort to accommodate any last minute increases in the guest count.

**Staffing**

Our staff will be dressed in black shirt, and black pants unless you request something different. Our proposal includes staffing for up to 6 hours beginning at the starting time through final cleanup of the event. Overtime is billed at the rate of \$25.00 per hour. No overtime will be incurred if the event ends on schedule. We reserve the right to increase or decrease the number of staff if the guaranteed guest count is 10% higher or lower than the number included in this proposal. Set up on days outside of event date will incur a standard trip charge of \$25, up to 20 mile range, plus \$25 per person per hour set up charge.

Please note: standard gratuities for service are 15-18% of your food and beverage bill. Sweet & Savory does not impose gratuities on to our clients, but is standard industry practice and decorum. We are happy to include this in your total bill, or you may handle this personally with your event staffing. It is much appreciated by our staffing.

**Signatures**

Upon review and acceptance of the proposal and our catering policies, please sign below and return this document with your deposit.

Restaurant/Company

Client

Date

Date

To pay deposit by credit card:  
Type: (please circle) AMEX, VISA, MC, Discover

Account:

Expiration Date: