



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

Prepared For:	Sample Wedding Menu	Event Date:	1/1/2017 - Sunday
Address:		Phone:	
		Event Title:	Sample Plated Wedding Dinner
Proposal #:	1756	Guest Count:	150
Service Style:	Sit Down	Occasion:	Wedding
Salesperson:			
Venue:	*Contact Address*	Last Change:	11/2/2016

Timeline: 5:30 PM Event Start

***Please note that many venues that host Weddings and Events charge kitchen fees to the caterer. These fees are not included in this Sample, as not every Venue has these charges. In the instance your Venue does charge additional fees, we will list this on your proposal as a "Service Fee". All prices and equipment needs are subject to change based on the specifics of the event. This sample is only meant as a guide, and we have a wide range of prices and services.

Assorted Saver Cheese and Fruit Display

Cheddar Pecan Torte with Fresh Fruit and Cracker Selection

Italian Goat Cheese Torte

Fresh Fruit and Berry Tray

Cantelope, Pineapple, Watermelon, Grapes, Strawberries, Fresh Berries

Fresh Seasonal Vegetables

Baked Brie in Puff Pastry- Small

Served with our Brown Sugar, Toasted Almonds, and Fresh Berry Compote

Passed Hors D'Oeuvres

Louisiana Crab Cakes

Served with Cajun Remoulade

Mini BLTs

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

Plated Wedding Dinner

Plated Salad

Strawberry Feta Salad

with Mandarin Oranges

Fresh Mixed Greens, Strawberries, red onions, pecans, feta, served with Balsamic Vinaigrette

Plated Wedding Dinner

Choice Of the Following Entrees:

Bourbon Barrel Smoked Pork over Seared Risotto Cake

topped with Champagne Slaw & Sesame Green Beans

Assorted Bread & Rolls

Wedding Cake

White Chocolate Raspberry Cake-9Inch

Late Night Snack

Mini Cheeseburger Sliders

With homemade Potato Chips

Assembly Required if for Pickup

Mini Cheeseburger Sliders with Gouda, Pickle, and "Kicked Up" Sauce

Smoked Chicken Sliders

With Homemade Potato Chips

Smoked Chicken, Our Signature Bacon Mayo, and Avocado Salsa

Food

Qty	Description	Unit Price	Total
150	Assorted Saveur Cheese and Fruit Display	\$24.95	\$3,742.50
150	Plated Wedding Dinner	\$0.00	\$0.00
150	Wedding Cake	\$2.75	\$412.50
150	Late Night Snack	\$3.25	\$487.50
Food Subtotal			\$4,642.50

Beverage

Qty	Description	Unit Price		Total
150	Tea, Lemonade, Water, Coffee	\$1.95	Each	\$292.50
Beverage Subtotal				\$292.50

Rental

Qty	Description	Unit Price		Total
1	Grill Rental	\$100.00	Each	\$100.00
150	Dinner China Package Dinner plates, Salad plates, Dessert Plates, Dinner fork, Knife, Salad and Dessert Fork, water glasses, highball glasses, wine glasses, champagne flutes, S & P Shakers, Bread baskets	\$7.50	Each	\$1,125.00
Rental Subtotal				\$1,225.00

Staffing

\$100 each for 4 hours, \$25 each additional hour. Gratuity is not included for the staff, but always much appreciated.

Qty	Description	Unit Price		Total
2	Bartender	\$25.00	9 hrs	\$450.00
1	Event Manager	\$30.00	9 hrs	\$270.00
2	Kitchen Staff	\$25.00	7 hrs	\$350.00
6	Server	\$25.00	7 hrs	\$1,050.00
Staffing Subtotal				\$2,120.00

Charges:	\$8,280.00
9% Sales Tax:	\$528.08
Post-Tax Subtotal:	\$8,808.08
Payments:	\$0.00

Total Due:	\$8,808.08
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50% Deposit Amount: \$4,404.04



Contract for Service

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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: