

GRAZING TABLE CONTRACT

CLIENT:
TYPE OF EVENT:
LOCATION OF EVENT:
EVENT DATE:
TIME OF EVENT:
NUMBER OF GUESTS (50 GUEST MINIMUM):
LIST ANY ALLERGIES OR DIETARY RESTRICTIONS:
EIST ART ALLERGIES OR DIETART RESTRICTIONS.
ADD ONS: GREENERY BREAD DIMENSION
DEPOSIT:
\$13/ PERSON \$12/ PERSON \$11/ PERSON

Please review Board & You's Catering Contract. The following terms and conditions are established to assist the Client in arranging the event. These terms and conditions are intended to ensure the highest level of quality in the Client's food and setup services. The Client's event will be confirmed when the Client has read and signed the following policies and supplied a deposit.

PAYMENT AND DEPOSITS

Billing arrangements for all events must be made in accordance with the policies set out below unless otherwise negotiated. A deposit is due at the time of booking. Clients MUST pay the remaining balance 10 days prior to the event. If the remaining balance is not paid, Board & You will cancel the booking date and will retain the deposit, unless otherwise specified and arranged in writing between Board & You and the Client.

CANCELLATIONS

Cancellations less than two weeks to the event are NONREFUNDABLE but can be used for future credit. Cancellations more than two weeks can receive a full refund, including the deposit, BUT excluding a convenience fee (10% of the subtotal).

FOOD SAFETY & STORAGE

The Client is aware and agrees that due to the extended room temperatures and holding conditions each event may present, Board & You does not recommend consuming any unused food at the event that has been left out over 4 hours from the setup time. Should the Client retain any leftover food; the Client must agree to assume full responsibility for proper refrigeration and storage of the food. By agreeing to this contract, the Client waives all liabilities from Board & You for any leftover foods retained by the Client.

WE DO NOT RECOMMEND OUTSIDE OR NON-AIR CONDITIONING ENVIRONMENT SETUPS!

EQUIPMENT

Rental equipment provided by Board & You, reserves the right to charge for missing and/or damaged equipment attributed to individuals attending a catered event. ALL PROP RENTALS MUST BE RETURNED IN EXCELLENT CONDITION AND CLEAN WITHIN 14 DAYS FOLLOWING THE EVENT. It is up to the client to make arrangements to get the prop rental equipment returned. We will charge the client \$100 if the dimension props are not returned within 14 days following the event.

EVENT LOCATIONS

The Client assumes all responsibility for any damages/theft to the property rented to the Client that may be caused by patrons, members, guests, or invitees. A service charge can be applied depending on the venue requirements.

EVENT SETUP AND STAFFING SERVICES

The contract includes an agreed upon setup date/time with the Client. We do not provide staffing for events, however, we can provide a clean-up service. If selected, that amount will reflect on the final invoice and will need to be paid prior to the event.

LEGAL ACTIONS

In the event that Board & You must seek legal remedies to complete the execution of this contract, the Client agrees to pay for all legal fees.

DISPLAY/PROMOTION

It is agreed that Board & You may display and use video and photographs from the catering session and event for internet promotions, and social media promotions. All videos or photographs are subject to be posted on all social networking sites for promotional purposes only. The Client is responsible for advising Board & You in writing of any photos or videos the Client wishes not to be publicized prior to the event. Board & You possesses full ownership of all video and photos of the decorating process and final set up photographed by Board & You and/or its affiliates. Therefore, Board & You has permission to place their name and logo on any photographs taken by Board & You.

TRAVEL FEES

Based on the location of your event, an additional travel fee may be applicable. Please consult with us to determine whether a travel fee is applicable for your event.

SIGNATURES

CLIENT'S NAME (PLEASE PRINT)
CLIENT'S SIGNATURE
DATE:
BOARD & YOU
DATE:

