

Chef Cuisines Catering  
Terms and Conditions

Customer's Name: Regina Jones \_\_\_\_\_

**Payment/ Deposit/Date Guarantee**

All estimates are guaranteed for 1 month. Any deposit made guarantees estimate prices. For planning purposes, we suggest that you book events months in advance. **A non refundable deposit of \$250.00 guarantees your event date is booked with one of our catering teams (see cancellation policy).** Please list your event date on check or make sure your event date is listed on estimate/contract. Balance for event is due 1 month before event date (Designer disposable are the only supplies ordered for event). If customer has any supplies listed on order/estimate, china/chairs, glassware, linen, water pitchers, etc. 1/2 balance due 2 months before event other remaining balance due 1 month prior to event date.

**Order Policy**

Verbal communications with staff will not hold date. To Assure your event is received and scheduled with catering team, please send in deposit to CCC Catering Sales P.O. Box 330 Mechanicsville, VA 23111 ASAP. Thereafter, a signed estimate/invoice between the customer and CCC is required to place order for food and supplies. It is the customers responsibility to make sure ALL food, supplies, special request are listed before signing (i.e. ice, cater to place linen on guest tables, bartender, clean up, light candles, waiver for leftover food). Send changes in writing after signing/ or call office and make sure catering consultant provides you with new list of charges/changes on estimate. If you have not received requested changes from sales consultant it is not done, call again or put in writing to CCC to be added to estimate.

**Contract Guest Total \_\_\_\_\_**

Customer may only increase *contracted amount* guest totals (listed as Qty/Hours on estimate) after making deposit and/or signing estimate. We provide meals for the staff working (hostesses, dj, event planner(s). at your event unless it is listed on estimate not to provide meals for staff. You may increase totals up to 5 days before event date. There may be some time restraints on ordering supplies, china, however we will do our very best to increase your order sizes if you need. Additional guest that arrive past guest total will be billed at overage rate listed below. Our staff will keep up with guest totals and will provide you with a bill within 1 month after event.

**Overages**

Caterer will provide second servings to your guests, at no charge, if you have additional dinners remaining from your contracted amount after all guests are served or caterer will package them for leftovers. (Example: contracted guests total 150, actual guests arrived 130; there are 20 remaining dinners. If we provide 3 second servings because a guest comes to line wanting more food, we will package 17 leftover dinners.

**Discount Rate for Overages (additional guest meals beyond contract guest totals) Overage rate beyond contracted amount for this event \$ \_\_\_\_\_ pp**

Your discount rate per person for guests who arrive and are provided meals over contracted amount is determined after you have signed contract for services. CCC will provide you with a flat rate for any overages at a minimum rate of 35.00 per person and maximum rate of 85.00 per person.

**Food Delivery and Drop off Service**

Caterer holds no liability to customer or its guests for drop off services. It is customer's responsibility to keep food at safe warming and cooling temperatures for consumption.

Remaining Leftover Food (automatic waiver of rights for keeping)

**Automatic Food Waiver of Rights if customer chooses to keep leftovers or choose Drop off Service:** Caterer recommends that leftover food is not consumed by customer or given to guests (We have never had a problem but we must provide you with this information because lay person are not familiar with proper food handling safeties). Leftovers must be maintained at safe temperatures to be consumed after events. Therefore, if customer chooses to request and use leftovers for self or guests neither will hold caterer liable for any damages for any food served and consumed at event. Example we provide customer with leftovers which may have seafood. Customer leaves food in car all night and serves to guest/family next day. Food may or may not been at proper holding temperatures, therefore putting guest at risk. Caterer will not be responsible for determining who consumed leftovers vs. food served at event, because caterer will hold no liability for either if customer chooses to keep leftovers. **If keeping leftovers is listed on customer's estimate/invoice/contract, Customer has read waiver, and has chosen not to hold caterer liable for any damages for food served at this event.**

Remaining Leftover Food (automatic waiver of rights for keeping) cont'd

Customer must give 1 month prior notice to CCC and ask sales consultant to list on estimate customer wants to receive remaining leftovers. Otherwise leftovers are donated to local charities. After serving all contracted guests totals, the amount of leftovers available to customer will not exceed the contracted amount, even if caterer has additional food at event. It is at the caterer's discretion to give addition food past contracted amount. Often times Caterer will provide additional food to cover overages, staff, and donate additional food to local charities. (Health Department Requirement: any food that has not been refrigerated or maintained at a safe temperature for over 2 hours will be discarded)

***Customer has 3 choices for leftover food (Including Customer automatically agrees to waiver of rights for keeping leftover foods***

\_\_\_\_\_ **1.** Caterer will package leftover food and place in kitchen for customer pickup add 35.00.

\_\_\_\_\_ **2.** Caterer will leave food out for guest to continue to eat after caterer completes services. Add 65.00 for disposable food warmers and burners etc. (Customer must request to be added to estimate. This is primarily for events where the customer won'ts food out for extensive amount of time for guest.

\_\_\_\_\_ **3.** Donate to charity

Use of Outside Vendors

Caterer is able to provide any food and or services for event. Caterer holds no liability to customer and or guests if customer chooses to use outside vendors/friends/family to prepare any additional foods, desserts, beverages, etc for event. In the event customer brings in other vendors, etc Caterer does not guarantee any food provided by CCC and again we will not hold any liability. Caterer is not liable for negligence of any Vendors/Facility in relation to customer's event. CCC will prepare food in a licensed industrial facility and we are insured for all catered events excluding coverage for alcohol related incidents.

To cancel events, \$250.00 deposit is non refundable. If you reschedule this event at least (2) months before your contracted event date, (all) \$250.00 may be used towards food sales (no supplies) on another CCC event date available up to 6 months after rescheduling your first event date. If Customer reschedules within 2 months up to day of event credits for food are determined by CCC representative. After balance is paid (1-2 months before event), there are no refunds. For any outstanding balances due to CCC, Customer will be responsible for court costs, attorney fees, investigation fees, 15 % interest on late balances, and any other fees associated with collecting balance.

### Damages Policies

Customer(s) is responsible for all damages, that is not a result of caterer's negligence, i.e. rental replacements, stolen property, rental facility, etc caused by you, guests, and outside vendors at your event. Caterer is not liable for any damages to guests or customers as a result of consuming alcohol at any CCC event. Caterer will not be responsible for any unforeseeable damages, power outages, acts of nature, traffic jams, etc.

### Rental Supplies/ Delivery/ Pick up

**Delivery and pick up of rentals tables chair china etc.** We deliver and pick up Monday-Friday only 8-4pm. It is the customer's responsibility to make sure tables/ chairs/ supplies/linens can stay at reception hall until the next delivery day after event. There is a minimum \$300.00 charge for Saturday, Sunday, after hours, and holiday pick- ups after event. Services Fees apply if we are not providing catering (food) for tables and chairs, tents, china, other rentals. Rentals must be paid in full 2 months before event to guarantee event date. There are additional fees for set up.

### Alcohol Policy

Caterer holds no liability insurance for events with alcohol. Customer must provide coverage with homeowner's liability coverage or customer's business coverage. Customer may still use caterer's non-professional and professional bartenders.

If customer wants CCC to apply for ABC license for event, customer must give caterer 2 months notice before event date. If customer does not obtain ABC license in time of event, CCC's Bartenders will not provide any alcohol services including but not limited to champagne toasts. Customer will provide their own ABC license. If Caterer provides ABC License for event there is a \$150.00 processing fee customer must request to be added to estimate/contract.

Caterer will not be liable for any damages as a result of customers or guests consumption of alcohol at event. CCC has the right to request identification from guests to determine if they are of legal age to consume alcohol. CCC Bartenders also have the right to deny service to guests who appear intoxicated.

**This form is listed on estimates that customer has reviewed and agreed with these terms and conditions (we post for customers on website and/or forward at customers request), in case CCC did not obtain signatures on this form.**

Customer's

Print Name (1) \_\_\_\_\_ (2) \_\_\_\_\_

Signature (1) \_\_\_\_\_ (2) \_\_\_\_\_ Date \_\_\_\_\_

CCC's Representative \_\_\_\_\_ Date \_\_\_\_\_

1/1/09