

# Domestic Affairs Bar and Waitstaff Service LLC

(Specializing in serving and after party cleanup)

For people who entertain at home and at the office or your favorite venue

## QUESTIONNAIRE



CUSTOMER NAME \_\_\_\_\_  
VENUE NAME AND ADDRESS \_\_\_\_\_  
CITY \_\_\_\_\_ ZIP \_\_\_\_\_ CELL# \_\_\_\_\_ E-MAIL ADDRESS \_\_\_\_\_  
DATE OF EVENT \_\_\_\_\_  
EVENT TIME \_\_\_\_\_ STAFF ARRIVE \_\_\_\_\_ LEAVE \_\_\_\_\_ TOTAL HOURS \_\_\_\_\_  
NUMBER OF GUESTS \_\_\_\_\_ THEME \_\_\_\_\_ FORMAL \_\_\_\_\_ CASUAL \_\_\_\_\_  
BUFFET/RECEPTION \_\_\_\_\_ SIT DOWN \_\_\_\_\_

ICE PICK-UP 6 bags of ICE 45.00 DOLLARS. BAR- RENTAL-65.00 DOLLARS table and black linen, setup/breakdown.  
\$100.00 WINE, CHAMPAGNE, MARTINI GLASSES NEEDED (50 cents each) \_\_\_\_\_ For small events only.

INDUSTRY RECOMMENDS ON AVERAGE 1 server per 20 guests. Workers arrive 1 hour before event to help set-up and leave 1 hour after the event to clean-up. (1.5 hours for rental breakdowns) all billable hours.

WE HAVE A 4 HOUR/2 STAFF MINIMUM BUT DOES NOT APPLY IF ONLY A BARTENDER IS NEEDED.

Bartenders are 300.00 for 4 hours, 85.00 per each additional hour, w/bar tools, beverage bins, and clean ice container, 150 cups and cocktail napkins lemon and limes. (Cups and napkins are for 100 or less, (small and private events only).

Tip jar, or gratuity given directly to staff or can be added to invoice.

Our waitstaff are 40.00 per hour with an additional 21% gratuity added to invoice. Captains are 45.00 per hour.

**Minimum 4 staff for wedding receptions.**

**Note:** A travel fee will be added after 25 miles @ .65 cents for each additional miles traveled to service your event outside our service area.

Wait staff needed \_\_\_\_\_ Bartender(s) needed \_\_\_\_\_ Captain-large event 200 attending events \_\_\_\_\_

### **WE WILL STAFF AND PROVIDE THE FOLLOWING SERVICES:**

- Appropriately attired Bartenders and Wait-Staff.
- Setup and breakdown bar, buffet, and party area.
- Greet guests at door/coat check when requested.
- Manage your event to keep things going smoothly.
- Clean and remove all dishes from party area.
- Replenish buffet tables as necessary.
- Carry and serve appetizers to guests upon request (butler's pass).
- Cut and serve cake for weddings (2.50 per slice).
- Buffet packed and put away.
- Trash bagged and delivered to disposal containers.
- Restrooms and kitchen checked.
- Sweep and mop as needed.
- Breakdown for RENTAL pick-up.
- KEEP HOST AND THEIR GUESTS HAPPY!!!!

(We dress tables/chairs, napkins, glasses, flatware, etc. for additional fee) Average 3 hours starting @ 350.00 dollars.

**SCHEDULE TODAY! A 50% non-refundable deposit is required to save your date. (Debbie 214 535-6367).**