

# Next Level Cakery Order Contract



Next Level Cakery

LeAnn Rogers  
14622 S. Hallet  
Olathe, KS  
66062

H: 913-397-6735

C: 913-226-3650

www.nextlevelCakery.  
com

leann@nextlevelCakery.  
com

**Orders:** Wedding and large orders must be made at least three months prior to your event date. A \$50 deposit reserves your date and is non-refundable (however, this is applied to the total cost of the cake). Eight weeks prior to the event, 50% of the total price is due. The final balance is due three weeks prior to the event.

**Cancellations and Refunds:** If you need to cancel your order, the following refund schedule applies-

90 days or more before the due date you will receive 100% refund minus the \$50 deposit.

30-89 days before the due date you will receive 50% refund minus the \$50 deposit.

29 days or less before the due date, there is no refund.

**Payments:** Payment due by cash or check. Credit cards accepted with 3% fee.

**Pick Up and Delivery:** Pick up and deliveries are scheduled by appointment.

Most wedding and some large cakes will require on site set up. The set-up fee is \$20 in addition to a mileage fee of \$.60 per mile. I am not responsible for any damage to the cake after set-up is complete. NOTE: You are responsible for providing an appropriate and secure table and environment for the cake. Large cakes are very heavy and require a sturdy table and optimal room temperature of 75 degrees or below.

**Equipment Details:** A security deposit is required for loaner equipment such as columns, cake plates, or a stand. The security deposit is due at the time of final payment to ensure safe return of the equipment. The deposit will be refunded when the equipment is returned in its original condition no later than one week after the event date.

## Customer Information

Name \_\_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_

Phone \_\_\_\_\_

Email \_\_\_\_\_

## Event Information

Event Date/Time \_\_\_\_\_

Location \_\_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_

Phone \_\_\_\_\_

Contact Person \_\_\_\_\_

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### Cake Details

Number of servings needed \_\_\_\_\_ Cake flavor \_\_\_\_\_

Tier sizes \_\_\_\_\_ Main color/accent colors: \_\_\_\_\_

Frosting or Fondant Filling flavor: \_\_\_\_\_

Topper: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

### Payment Information

	Amount	Due Date	Date Paid
Cake/Cupcake estimate		n/a	n/a
Date Reservation	\$50	Upon booking	
50% Deposit			
Delivery/Set Up fee	\$20		
Mileage (\$.60/mi)			
Tax			
Final Payment			
Total			
Equipment rental deposit			

Notes: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Customer Name \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_