

Date of Function: _____
Function Type: _____
Customer Name: _____
Contact Person: _____
Address: _____
City/Prov.: _____ Postal Code: _____
Email: _____
Phone: _____ Cell: _____
Number of Guests: _____ Start Time: _____ End Time: _____

Location & Amount of Retainer:

_____ The Gallery (\$1500)	_____ Shower Package (\$1000)
_____ Garden Ceremony only (\$500)	_____ Photos Only (payment in full required)
_____ Amphitheater Ceremony only (\$500)	_____ Off-Site Catering Event (\$1500)
_____ Ruins Ceremony only (\$500)	_____

Note: Confirmation of the availability of the Ruins will occur in January, the year of the event.
Amphitheater or Garden will be the backup if the Ruins is not available.

Method of Payment:

_____ Cash	_____ Debit Card	_____ E-transfer: food@fortcatering.com
_____ Visa	_____ MasterCard	

Credit Card Number:	ENTER OR CALL IN CREDIT CARD NUMBER
Expiry Date:	_____ CSC (3 digits on back of card): _____
Card Holder Signature:	_____
Card Holder's Name (as shown on card):	_____

* Please note that the retainer is non-refundable and non-transferable.

I hereby understand the terms of this retainer and agree to the information provided to me by Fort Catering Ltd. including all information listed in the private event package(s). All food is supplied by Fort Catering Ltd. All outside décor and items must be approved by Fort Catering Ltd. All past due payments will be charged a monthly fee of 2.5% as well as collection legal fees.

Total Received:	_____
Date Received:	_____
Client's Signature:	_____ Print Name: _____
Fort Catering Representative:	_____ Print Name: _____