



Event Catering Contract

Date: _____

This AGREEMENT is between Il Board Chics, LLC and

Company Name and/or Individual (please

print) _____

Date of event: _____

Location of Event: _____

Type of Board and/or Table: _____

Number of guests: _____ Arrival Time: _____

Set up time: _____

Pick up Time: _____

Host for the event will be: _____

Occasion: _____

Email Address: _____

Phone Number: _____

Please list any food allergies and any items you wish to be replaced or not included.

We require a 10% non-refundable deposit unless there are extenuating circumstances which will be determined by the owners. Dates may be changed, if available, and the deposit will be good for up to twelve months if needed to be used for another event at another date.

Any and all arrangements such as set up, adjustments to the items to be included on the board/table, or any special requests must be included in the contract. Deposits are to be paid when the contract is completed, and the remainder will be collected at the time of set up. A final head count is due one week prior to the event. The client agrees to indemnify and hold harmless II Board Chics, LLC against loss or threatened loss or expense by the reason of the liability or potential liability of the client for or arising out of any claims for damages.

The undersigned acknowledges that he/she has read and understands the Event catering Contract and agrees to comply with the guidelines that II Board Chics, LLC has set forth in order to book this event on

_____ At _____.

Signature: _____

Date: _____

Name (Please Print)
