

La Hacienda Catering

Phone: 352 -753 -2367

Client/Organization Frank Lancione	Event Date 6/4/2022 (Sat)	Booking Tel (703) 626-7514	Site Tel	Event # E04345
Address		Booking Contact Frank Lancione	Site Contact	Guests 50 (Pln)
Party Name 50th Wedding Anniversary	Sales Rep Anthony Mack	Theme Reception	Booking Email flancione@verizon.net	

\$250 non-refundable deposits are required for all events, unless waived by La Hacienda Catering. Deposits are applied to event balance s. A cancellation charge of \$250 will apply to any event with an established signed contract that is cancelled. Any cancellation within 14 days of the actual event will forfeit 50% of any deposit collected over and above the \$250. A guarantee of the attendance for a catering function must be received ONE WEEK in advance. All charges will be based on the guarantee or the actual number of guests served, whichever is greater. All food left at the end of the event is the property of La Hacienda Catering. All payments are due on or before the day of event. Special arrangements must be made in advance. We accept VISA, MasterCard, Discover, AMEX, Check or Cash. Any balance past 15 days will have a late fee of \$50.00 or 2% of the unpaid balance, whichever is greater per month.

Venue

Date	Start	Bar	Serving	End	Setup Style	Banquet Room	Description
6/4/2022-Sat	2:30 pm	NA	2:30 pm	5:30 pm	Squares of 8 or 10	FENNY	Cocktail

Food/Service Items

Food/Service Items	Price	Qty	Total
Open Beer, Wine, & Soda (\$350 minimum; charges based on consumption)			
Bar Services are based on a 4 hour reception.			
NO Alcohol is allowed to be brought in by anyone else. If this occurs, the client will be notified and given a chance to have it removed. If it is not removed, the bar will be forced to close and client will be charged a \$250.00 fee in addition to any minimum not met.			
- Champagne (Bar & Toast)	20.00		
- Champagne Glass Rental	0.25	50	12.50
Charcuterie Grazing Table	9.95	50	497.50
Meat Selection (Pick 3):			
Cheese Selection (Pick 3):			
All charcuterie boards/grazing tables include the following side items:			
- crackers, bread sticks, sliced French bread, toasted pita, pretzel sticks, mixed nuts, honey			
- fresh tomatoes, fruit, artichoke hearts, roasted sweet peppers, pickled peppers, olives, hummus			
Premium Dessert - Decorated Sheet Cake	2.00	50	100.00
- Provide cake details (e.g. flavor, icing, script)			

Comments

LINEN SELECTION: IVORY TABLECLOTHS // GOLD NAPKINS

Subtotal	610.00	Paid	0.00	Pay Method	Card Number
Tax	42.70	Balance	774.70	Card Type	Expires
Service Charge	122.00			Card Holder	
Total Value	774.70			Signature	

I have read the above contract and agree to the terms and conditions. This booking will remain tentative, subject to cancellation by La Hacienda Catering, until this contract is signed.
 Phone: (352) 753 -2367 Fax (352)753 -5798
 1199 Avenida Central, The Villages, FL 32159

Client: Frank Lancione

Date: 3-3-22

Sales Rep: _____

Date: _____

La Hacienda Catering Guarantee

LA HACIENDA CATERING STANDARD TERMS & CONDITIONS

1. All food, beverage and equipment charges are subject to 7% sales tax. All events are subject to gratuity charges as set by management. Delivery only events are subject to delivery charges.
2. Guaranteed prices available 90 days prior to the event. The client will be informed prior to the event of any price increases only after a catering contract has been signed by the client.
3. La Hacienda Catering requires minimum 1 hour for set-up prior to the event start time, unless otherwise indicated by management for certain types of events.
4. All details and arrangement must be finalized two weeks prior to the event.
5. Final count of number of guests is due one week prior to event. All charges will be based upon the guaranteed guest count provided by the client one week prior to the event or the actual number of guests served, whichever is greater. Guaranteed counts cannot be lowered once a count has been given one week prior. Management reserves the right to accept or deny any additional guests added to the count once a guarantee had been given. Any additions must be given a minimum of 4 days prior to the event. Management reserves the right to accept or deny any additional guests added to the count once a guarantee had been given.
6. We reserve the right to limit amount of tables set, we set for the guaranteed count given 1 week prior, with 6, 8 or 10 guest to a table depending on the size of the tables used. There will be an extra charge per table to set more than 1 table over the guarantee or to set tables classroom style or card tables.
7. Buffet meals are intended for consumption by guests at the event, not for removal from the premises upon conclusion of the event. Any leftover food is property of La Hacienda Catering.
8. A cancellation charge of \$250.00 will apply to any event with an established signed contract that is cancelled. Any cancellation within 14 days of the actual event will forfeit 50% of any deposit collected over and above the \$250.00. Any cancellation by the facility due to COVID will have their deposit transferred to a future catered event. Deposits may be required for all events as stated by management.
9. Unless credit has been established in advance, payment in full is required on or before the day of the event as contracted. Direct billing must be arranged in advance for all groups. All balances must be paid within 7 days of the event.
10. Any balance past 15 days, will have a late fee of \$50.00 or 1.5% of the unpaid balance, whichever is greater per month. Client agrees to pay reasonable attorney and all collection agency and any other fees and expenses which may be incurred by La Hacienda Catering in the collection of unpaid invoices or any part thereof.
11. La Hacienda Catering shall not be liable for failure to perform this Agreement due to any "Act of God" or cause beyond the caterer's control nor for any consequential or special damages.
12. All events off The Villages property are subject to delivery charges as set by management.
13. All events are subject to labor charges if the event goes longer than the time periods specified on the contract. These time periods will be indicated by the start and end times of the event as contracted and does not include the required 1 ½ hours for set-up. The charge for extra labor is \$25 per hour for each staff person assigned to service the event.
14. All federal, state and local laws with regard to food and beverage purchases and consumption will be strictly enforced. Patron undertakes to conduct the event in an orderly manner, in full compliance with applicable state laws, regulations and Villages rules. Patron assumes full responsibility for the conduct of all persons in attendance and for any damage to any part of the premise or theft of property.

Group Contact Person / Client

Frank Jencione

Date

3-3-22

Catering Representative

Date