Today’s Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Creative Moments Catering

Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email Address:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone Number:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Event Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Event Time:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Rental Time:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Function :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Location:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Address:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Servings:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Colors:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Menu

Price per person\_\_\_\_\_\_\_\_\_\_\_\_\_ Buffet Plated Stations Butler

Disposable \_\_\_\_\_\_\_\_ China +$3.00\_\_\_\_\_\_\_\_\_

Rentals

Table Linen Rentals

90x156in Rectangle $18.00 x \_\_\_\_\_\_\_ = \_\_\_\_\_\_\_\_\_\_\_\_ Color\_\_\_\_\_\_\_\_\_\_\_\_\_\_

120in Round $14.00 x \_\_\_\_\_\_\_ = \_\_\_\_\_\_\_\_\_\_\_\_ Color\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Table Runners $5.00 x \_\_\_\_\_\_\_ = \_\_\_\_\_\_\_\_\_\_\_\_ Color\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Sequin Runners $10.00 x\_\_\_\_\_\_\_\_= \_\_\_\_\_\_\_\_\_\_\_\_ Color\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Overlays $5.00 x \_\_\_\_\_\_\_ = \_\_\_\_\_\_\_\_\_\_\_\_ Color\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Sequin Overlays $15.00 x\_\_\_\_\_\_\_\_= \_\_\_\_\_\_\_\_\_\_\_\_ Color\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Napkins $0.50 x \_\_\_\_\_\_\_ = \_\_\_\_\_\_\_\_\_\_\_\_ Color\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Chair Covers $2.50 x \_\_\_\_\_\_\_ = \_\_\_\_\_\_\_\_\_\_\_\_ White\_\_\_\_\_ Black\_\_\_\_\_\_ Ivory\_\_\_\_\_\_\_

Chair Sashes $1.00 x \_\_\_\_\_\_\_ = \_\_\_\_\_\_\_\_\_\_\_\_ Color\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Table Mirrors $2.00 x \_\_\_\_\_\_\_ = \_\_\_\_\_\_\_\_\_\_\_\_ 10inch Round

Charger Plate $0.75 x\_\_\_\_\_\_\_\_= \_\_\_\_\_\_\_\_\_\_\_\_ Silver\_\_\_\_\_\_\_ Gold\_\_\_\_\_\_\_\_

China $3.00 x\_\_\_\_\_\_\_\_= \_\_\_\_\_\_\_\_\_\_\_\_

Soft Bar $1.50 x\_\_\_\_\_\_\_\_=\_\_\_\_\_\_\_\_\_\_\_\_ Includes cups, napkins, stirrers, juices, sodas, and fresh fruit

Bartenders $75.00 x \_\_\_\_\_\_\_ = \_\_\_\_\_\_\_\_\_\_\_\_ Per bartender for entire event

Disc Jockey $400.00 x \_\_\_\_\_\_\_ = \_\_\_\_\_\_\_\_\_\_\_\_

Event Lighting $575.00 and up x \_\_\_\_\_\_\_ = \_\_\_\_\_\_\_\_\_\_\_\_ Color\_\_\_\_\_\_\_\_\_\_

GOBO Lighting $300.00 x\_\_\_\_\_\_\_\_= \_\_\_\_\_\_\_\_\_\_\_\_

Chocolate Fountain $250.00 x \_\_\_\_\_\_\_ = \_\_\_\_\_\_\_\_\_\_\_\_ Color\_\_\_\_\_\_\_\_\_\_ Additional $25.00 for color

Candy Buffet $4.00 x \_\_\_\_\_\_\_ = \_\_\_\_\_\_\_\_\_\_\_\_ Includes bags, candy, and setup

Cake Cutting $25.00 x \_\_\_\_\_\_\_ = \_\_\_\_\_\_\_\_\_\_\_\_

Reception Centerpieces x \_\_\_\_\_\_\_ = \_\_\_\_\_\_\_\_\_\_\_\_

Greenery $75.00 x \_\_\_\_\_\_\_ = \_\_\_\_\_\_\_\_\_\_\_\_ Optional flower arrangement for food tables

Travel Fee \_\_\_\_\_\_\_\_\_\_\_

Food:\_\_\_\_\_\_\_\_

Rental:\_\_\_\_\_\_\_\_

Bar:\_\_\_\_\_\_\_\_\_\_

DJ:\_\_\_\_\_\_\_\_\_\_

Lighting:\_\_\_\_\_\_\_

Candy:\_\_\_\_\_\_\_\_

Cake:\_\_\_\_\_\_\_\_\_

Centerpieces:\_\_\_\_\_\_\_\_

China:\_\_\_\_\_\_\_\_\_\_

**\*$150.00 non-refundable deposit due to hold date\***

Subtotal:

Gratuity Fee 20%

Tax 8%:

**Grand Total:**

Payment due 4 weeks prior to function

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www.creativemomentscatering.com

[www.facebook.com/creativemomentscatering-](http://www.facebook.com/creativemomentscatering-) Renee Jackson

Referred by:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_