



Tom Wood Catering Contract

810 S. Mackinaw Rd., Kawkawlin, MI 48631
tomwoodcatering.com 989.751.8930

Event Name:

Event Date:

Company Name:

Contact Name:

Cell Number:

Email Address:

Mailing Address:

Event Start Time:

Venue Location:

Set Up Time:

Approximate Number of Guest:

Payment Terms & Cancellation:

- Prices is subject to 6% Sales Tax and 25% Service/Delivery Charge .
- A gratuity for the staff is optional, but always appreciated.
- 10% of estimated bill or 500.00, whichever is greater is required to book a date. This guarantees the date and the menu prices at time of booking. The deposit is non-refundable.
- 50% deposit of total bill is due four weeks before the event.
- The balance of the bill is payable in full the week before the event. Final payment and final count must be given 7-10 days prior to the event.
- No refunds will be giving for cancellation within 30 days of the event.

Client Signature:

Contract Date:

Service Provider Signature:
