



General Costs, Terms and Conditions ~ Sept 2008

Staffing

Buffet Service Hostesses	\$22.00 per hour
Table Service Wait Staff	\$22.00 per hour
Bartender	\$26.00 per hour
On site supervisor (required for each event)	\$28.00 per hour
On site Chef	\$35.00 per hour
Party Preplanning and on site decorating	\$35.00 per hour

Bar Services

Corkage: Includes all standard stemware and glassware, small bar equipment, ice, ice coolers, soft drinks, juices and appropriate garnishes ~\$6.00 per person minimum 50 guests.

(One bartender required for every 100-125 guests)

Portable bar rental - \$50.00 plus delivery

We can provide your choice of liquor at regular retail prices plus 15% service cost. Glassware only rentals are available at a cost of \$5.45 per dozen for standard styles.

Delivery / Out of Town Catering:

For events without staffing

Delivery, drop and pick up with set-up of functions \$ 35.00 to \$50.00 each way depending on size of function

Out of Town Functions - we charge mileage & staff travel time

Service Charges:

A 18% charge will be assessed on all invoices where staff and/or special services are provided. This covers all the extras we do for you to ensure your event is a success because catering is more than just being great cooks! We provide logistical planning and execution, plan staff, production and delivery schedules in advance, perform site visits, co-ordinate set-up requirements with you and other suppliers, determine and arrange your rental needs, consult on bar requirements and advise you on menu options.

Services we offer:

Tents, linens, tables, chairs, dishes, glassware, floral arrangements, ice carvings, theme props, and just about anything else you require for your function are available.

Payment Terms:

Your date will not be confirmed until a deposit is received. If booking your date more than 12 months ahead we require a deposit of \$500.00 to hold the date. Deposit to be upgraded to 50% of estimated total minimum 6 months prior. Deposits are non-refundable. Final guest count is required 7 days prior to event date. We can usually accommodate increases in guest counts after this time. Invoice is prepared when final count is communicated and balance will be payable prior to event start. If no count is received we will prepare and charge for the originally estimated guest count that was noted on original contract.

All rental delivery and pick up costs are charged to customers.

5% G.S.T. will be charged on all of our services.

We accept Visa, Mastercard, American Express, cheques and cash.

Menu prices are subject to change and occasional seasonal substitutions.

Price is guaranteed on contracts signed and held with deposits.

When catering on a per person basis such as a buffet meal, our catering kitchen produces quantities in excess of projected usage to maintain full and attractive tables and to allow for unexpected situations which may occur. The hosting organization is not allowed to remove this food from the site, even if the guests is less than the guaranteed count. All food remains the property of the caterer following the event subsequent to the Calgary Health Department guidelines. We donate to the Mustard Seed when appropriate to do so.

VIP's Gourmet Catering
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Shelly Coyle
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