

Bon Appetit Specialist Wedding Caterers - Terms and Conditions

1. After our first appointment we will send you our quotation. Once you have received our quotation a two week period is given for you to decide if you would like to book.
2. A non-refundable deposit of £350 is payable to Bon Appetit to secure your booking. You will have 3 months to pay this once you have confirmed your booking with us either in writing or via email.
3. Please make all payments payable to Bon Appetit Specialist Wedding Caterers.
4. All dates remain open and bookable until we have confirmation of a booking. We do, however, try to work on a first come, first served basis and will attempt to contact existing clients should another booking arise.
5. Should your numbers decrease by more than 10 for the day or for the evening your quote may change.
6. The remainder of your balance is due four weeks before your event.
7. Bon Appetit will not provide a catering service unless the full balance is paid before your wedding/event.
8. For marquees or venues requiring use of crockery, cutlery and glassware there is a £50 deposit required for use of our crockery, cutlery and glassware. This is returnable once all crockery, cutlery and glassware is accounted for. We do not provide table linen.
9. It is the client's responsibility to check for waste disposal/bottle removal. If there are no waste facilities at your chosen venue a charge may be incurred for disposal/removal.
10. Bon Appetit will only serve food cooked and regulated by Bon Appetit, the only exception to this is wedding cake.
11. We require final numbers and food choices along with any dietary requirements 8 weeks before your wedding.
12. A table plan with all guests' choices and dietary requirements along with menu choices is required no later than 4 weeks before your wedding/event. We can send a table plan template through if you require this. Any changes made after this, e.g. guests cancelling, the price cannot be altered.
13. Where a two choice Menu has been ordered, choices must be displayed on name cards, or we can provide menu choice cards for each table.
14. Abusive language or behaviour towards any member of staff is not tolerated. This may result in your catering service being cancelled.
15. When adverse weather conditions, traffic accidents, road closures, civil riots or strikes, fire, floods or any other natural disaster occurs which is beyond the reasonable control of Bon Appetit, we will endeavour to re-arrange. We do not however accept liability for these events.
16. We will do our utmost to make your event special and everything you desire. However, should a problem arise at your event/wedding please inform your room manager who will endeavour to resolve your issue immediately.
17. **Contact.** Once your confirmation letter has been sent out and everything is in order we will not contact you until 6 months before your wedding. We will then contact you again 4 weeks before your wedding and the Monday before your wedding. However, if you need anything before that, please do not hesitate to get in touch with us.
18. We reserve the right to apply a £1,000 cancellation charge for any cancellation within 10 months of your Wedding Date.

SIGNED _____

DATE _____

PRINT _____