



Catering and Events Contract

The following terms and conditions are established to assist you in arranging your function. These terms and conditions are intended to ensure the highest level of quality in your food & beverage services. Your event will be confirmed when you have read and signed the following policies, and supplied Dine & Style Fine Catering and Events with non-refundable deposit of 25% of the total estimated quote.

Attendance

Final guest count for an event must be received 5 full working days prior to the event. This count becomes your guaranteed number and is not subject to reduction. If attendance is more than 10% above the guaranteed number, we will make every effort to accommodate your group. However, we cannot guarantee availability of additional items as specified in the original order and will be substituted accordingly.

Late Bookings

We encourage you to reserve and book your date as soon as possible. Dates will not be held or reserved until contract is signed and the non-refundable deposit is made. We reserve the right to refuse events that are requested late or exceed our capacity to provide service.

Payments and Deposit Fee

Billing arrangements for all events must be made in accordance with policies, unless otherwise negotiated. A 25% estimated non-refundable deposit is due at time of booking. An additional 50% deposit is due no less than 1 week prior to event date. Balance payment must be paid prior to service unless otherwise specified and arranged. Cheques are made payable to Dine & Style Fine Catering and Events. We accept cash, interact etransfer and cheques. If we receive a payment for services via cheque & that payment clears as NSF, you will be responsible for a \$30.00 fee which will be added to your invoice.

Cancellations

If the client cancels a contracted food and beverage event, Dine & Style Fine Catering and Events will retain the deposit/retainer fee as liquidated damages. In some special circumstances, deposits for cancelled events may be held for up to 1 (one) year, to be put towards another catering event booked with Dine & Style Fine Catering and Events. Future events must be booked in the same manner, adhering to a new catering contract. Please speak to your catering Manager about this policy.

Unused Food & Beverage

Any leftover food or beverage remains the property of Dine & Style Fine Catering and Events.

Equipment

We reserve the right to charge for missing or damaged linens or equipment attributed to individuals attending a catered event. Final bill for any damaged or missing linens or equipment will be sent to the organizer/contract holder within 14 days after the event. Payment is due upon receipt.



Service

Where Service Staff are requested at the event, a 4 hour minimum guarantee will be quoted. We reserve the right to increase or decrease the number of staff if guaranteed guest count is 10% higher or lower than the number included in this contract. All Service Staff hours are provided on the catering work order at an estimated time (set up, service, clean up or tear down) depending on the catering needs. Where overtime is incurred, the actual hours worked by staff at the event will be reflected on the invoice one (1) day following the event. Payment is due upon receipt. Where staff is necessary for the overall success of the event, including presentation of the food and assistance to the catering team, staff will be non-negotiable for dinner parties greater than 8 people, cocktail parties greater than 20 people and where deemed necessary by the Catering Manager.

Bartender Service

Bartender service is an additional charge, and is billed at a rate of \$25.00 per hour/per staff member. Bartenders must be booked for a minimum of 4 hours, and must be scheduled for entire service time, plus one hour for set up and one hour for cleanup where applicable. *Smart Serve* staff only.

Alcohol

We reserve the right to request identification and/or to refuse service at any event. We reserve the right to close the bar service due to patron interactions. If you DO NOT use our *Smart Serve* certified bartenders and servers for your function, we shall take no liability to alcohol service at the event/function. Dine & Style Fine Catering and Events will hold no liability to any damages to guests or event location on or off premises. All Liquor permits and any additional insurance coverage are up to the event organizer to purchase and organize and must be obtained and available for perusal at event location.

Taxes

All applicable government taxes will be imposed and paid by the client.

Rentals

Rentals must be finalized 1 week prior to your event. Dine & Style Fine Catering and Events will make every effort to accommodate last minute changes, but this is not a guarantee.

Cancellation by Acts of God and/or Failure to Provide Service

Dine & Style Fine Catering and Events shall have no responsibility or liability for failure to supply any services when prevented from doing so by strikes, accidents, power failure, Acts of God (ie flood, fire, etc.), or any other cause beyond the Caterer's control.

Event Location

The client assumes all responsibility for any damages/theft to property rented to the client that may be caused by patrons, members, guests, or invitees. Rental of location is the sole responsibility of the client and it is recommended that client confirm with location that all necessary equipment/rooms are included.

Dine & Style Fine Catering & Events
www.dineandstyle.com
905.231.1654
inquiries@dineandstyle.com



Pricing Guarantee

Dine & Style Fine Catering and Events can only guarantee pricing for events for up to one year from date of signed contract. We reserve the right to substitute items that become available in the open market or that exceed reasonable market costs. We will contact the client for approval if time allows.

This agreement coincides with the CATERING ORDER INVOICE which outlines the type of food, times, and equipment to be provided by Dine & Style Fine Catering and Events for the client. A copy of this must accompany this agreement to make it whole.

Client

Date

Client

Date

Dine & Style Fine Catering and Events

Date