

	BAKERY #1	BAKERY #2
Company Name		
Contact Name		
Address		
Telephone		
Website		
E-Mail		
How long have you been in business?		
How many years of wedding experience in particular?		
Do you have a valid Ohio vendor's license?		
Are you licensed by the State Health Department?		
Have you won any awards?		
How far in advance should I book your bakery?		
How do you coordinate with the other wedding services?		
What flavors of cake and fillings do you offer?		
Is there a taste test available for the cake flavors? Is there a charge for this?		
Do you have a display or photographs of your wedding cakes to view?		
Do you have set styles to choose from or can you customize?		
How far in advance are the cakes prepared?		
Are the cakes ever frozen?		
How many cakes do you prepare in a weekend?		
Can you match the color of the cake to a fabric swatch?		
Who handles the decorating?		
Do you provide cake-cutting service? Is there an extra charge?		
Do you have cake toppers and cake knives?		
Do you provide the box and wrapping for the top tier to be stored after our wedding?		
Do you sell cookie/pastry trays?		
Do you offer cupcakes and/or other popular desserts?		
When is final head count due?		
How early before the reception will the cake be delivered and set up? Who will deliver?		
Is there a delivery or set up charge?		

	BAKERY #1	BAKERY #2
Company Name		
Are cakes priced by the slice?		
Are different flavors or fillings priced differently?		
Are there fees for stands, toppers, etc.?		
When would these items need to be returned?		
When is the deposit & final payment due?		
Do you have a written contract?		
What is your guarantee?		
Are taxes & gratuity included in the price?		
Are there any additional fees?		
Cancellation and refund policy?		

MY BAKERY IS: Company: _____ Contact: _____

Address: _____ Phone: _____

Hours: _____ Email: _____ Website: _____

Wedding Cake: # of Servings: _____ # of Tiers: _____ Shape(s): _____ Flavor(s): _____

Filling(s): _____ Icing Flavor: _____ Delivery Time: _____ Extra Cost: _____

Extras: ☐ Cookies/Pastries ☐ Cake Topper ☐ Box for Top Tier ☐ Cake Stand ☐ Cake Server ☐ Mints/Nuts/Candies ☐ Grooms Cake

	FAVOR #1	FAVOR #2
Company Name		
Can I view a catalog/samples of your favors?		
Can you match my wedding colors/theme?		
Can I personalize my item?		
When is the final order quantity due?		
What is your guarantee and refund policy?		
How long after I place my order will the favors arrive?		

FAVORS: Company: _____ Contact: _____

Address: _____ Phone: _____

Hours: _____ Email: _____ Website: _____

Style: _____ Colors: _____ Favors: _____ Quantity: _____