



CATERING CONTRACT

Please read the following terms and conditions established to assist you in arranging your function. These terms and conditions are intended to insure the highest level of quality in your food and beverage services, and to assist you from the initial planning stages of your event.

FAQ'S

We have collected the most frequently asked questions to help you with some of our most commonly asked questions. Please contact one of our professional party planners if you have any additional questions.

What makes Stax Catering unique?

Stax Catering takes pride in offering menus to accommodate any palate and professional service that your guests will remember. As a full service caterer, we can plan and coordinate all aspects of your event.

Where does Stax Cater?

We cater mainly in the upstate, as well as in surrounding states.

What is the process for planning an event?

After your initial contact with our office, one of our professional party planners will send you a menu and general information regarding your event. After reviewing the information your professional party planner will guide you through the planning process and eventually to the proposal for your event.

Does Stax Catering cater large events?

We cater events that range from small dinner parties to occasions for several thousand guests.

Does Stax Catering provide fresh flowers or entertainment?

From simple to elaborate floral arrangements, we can order arrangements to suit your budget. We can also help you find the perfect band, musician or disc jockey.

Can Stax help me create an event with a specific theme?

Our professional party planner can assist you with a custom menu with specific food presentations, table settings (linen, china, glassware, stemware etc...), site development (tents, props, audio video equipment, walkways, lighting, plants etc.....), we can find whatever you need.

Some of my guests are vegetarian and some have allergies. How can you accomodate?

We can provide a variety of menu choices for your guests.

Does Stax Catering cater weddings and who do you recommend for my wedding cake?

Yes. We are a full service caterer. Our professional party planners will be more than happy to schedule a consultation with one of our cake decorators at Stax Bakery. In addition, we offer a 20% discount on any special occasion cake, including wedding cake, when it is ordered from Stax Bakery.

I am not a wine connoisseur can you help me select a wine for my event?

Our wine director can select or recommend the best wine that is in your price range.

Does Stax Catering provide bartenders, waiters and culinary staff?

We can provide a professional staff of bartenders, waiters and culinary staff for an additional charge.

Can you provide a site or private room for my party?

Yes, we are an approved caterer at most off premise catering sites in the Greenville area.

What can I expect to see in your proposal?

Our event proposals will have estimates per person for food and beverage, in addition to labor, rental, linens, etc.....

Do you require a deposit?

We typically require a 50% deposit of the total estimated cost upon signature of this contract with the balance due 7 business days prior to the event . If the event is held within 7 business days upon the signing of this contract we typically require 100% full payment.

What is your cancellation policy?

Cancellation by client: Client may cancel the event 7 business days prior to the event. All prepayments and deposits within 7 business days of the event are forfeited.

Cancellation by acts of God: If your event is cancelled by Acts of Nature (ie fire, flood, tornado), the client will be responsible for 50% of the event total cost. If occurring within 7 business days of the event.

Who is responsible for third party liability?

Stax catering assumes no responsibility for the conduct of guests, members and third parties hired to provide services.

Do you carry liability insurance?

Yes, a certificate can be provided upon request.

When do I need a final guest count and how about if the number increases or decreases shortly before the event?

Final guest count is required in order to establish quantities for food, labor, rental, and transportation needs. We require your final guest count 7 business days prior to your event. If the event is reserved within 7 business days we will try to accommodate your requests, but cannot guarantee your requests will be fulfilled.

What happens to all the leftover food and beverage?

If appropriate containers are not provided to Stax Catering all food and beverage will be disposed of or taken back to our kitchen.

Do you accept credit cards and checks?

WE ACCEPT VISA, MASTERCARD, AMERICAN EXPRESS, DINERS, DISCOVER, CORPORATE CHECKS, AND CASH.

How do I get to Stax Catering?

Stax Catering is located at 80 Orchard Park Drive at the Shoppes at Orchard Park Shopping Center next door to Stax Omega.

Who do I contact to make a reservation?

Daneida Figuera is the catering director.

Telephone: 627.1403

Cell Phone: 616.7992

Email: [click here](#)

TERMS & CONDITIONS: Signatures below acknowledge that Stax Catering will provide catering services as specifically detailed in the proposal above. Food, beverage, labor, and equipment rental costs listed in this proposal are estimates only and may vary as the details of the event change. Changes to the above information are possible and will be agreed upon by the client and a representative of Stax Catering no later than 7 business days prior to your event.

We typically require a 50% deposit of the total estimated cost upon signature of this contract with the balance due 7 business days prior to the event . If the event is held within 7 business days upon the the signing of this contract we typically require 100% full payment.

In the event of cancellation or re-scheduling, the client agrees to remit for any irretrievable costs incurred for the event.

Stax catering representative

Today's date

Client's printed name

Client's signature