

Catering Terms & Conditions

The terms listed below are general information only, changes may occur depending on a particular catering package, event, day of the year or location. Any changes are made at quoting stage.

Please note some events include staffing, crockery, cutlery, glasses and table linen in the package.

1. General inclusions

Most functions include platters, recycled paper plates, napkins and all kitchen equipment equipment.

2. GST

Prices quoted in these menus include GST.

3. Teas

Set up buffet style on side table or down the centre of dining table.

4. Light Lunches

Light lunches are served on catering platters, chilled ready for delivery and service.

5. Lunch Boxes

Lunch boxes are recycled cardboard with a window lid for better presentation and to allow guests to make easier choices.

6. Working Lunches

Served on catering platters and chilled ready for service buffet style.

7. Conferences

Conference packages are served buffet style according to your location details.

8. Sit Down Menus

Two and three course meals will be served according to your running schedule on the day.

9. Cocktail Packages

Canapés and arrival drinks will be tray served by wait staff unless otherwise requested. A bar will be set up according to your location details for the duration of the event.

10. Bookings

Please thoroughly check all details on your function quote form. Bookings will be secured when we receive a written confirmation from you. We may require a deposit of 50% of the total amount.

11. Final Numbers

We request 3 days' notice on your final numbers please.

Delivery charges: Delivery and collection for goods dropped off to be picked up at a later time/date incur a charge. CBD charged at \$50.

12. Cancellations

In the event that a confirmed booking is cancelled, the following cancellation charges will apply:

- notice of more than 7 days - your full deposit refunded less \$100 booking fee
- notice of 4 to 6 days - 50% of your deposit will be refunded
- notice of 3 days or less - no refund will be made

13. Full Payment

Terms are 7 days for regular clients.

New clients must pay in full 7 days prior to the event.

14. Staffing

Charged at an hourly rate per staff member per hour.

Rates are set out and generally included in your catering quote.

Function waiter \$60/ hour.

Chefs \$75/ hour.

Separate rates for weekends and Public Holidays, which will be quoted to you on enquiry.

15. Beverage Supply

Harm minimization and responsible service of alcohol procedures will apply to your function.

16. Hire Items

A full range of hire equipment is available on request, from glasses, china, linen to marquees and heaters.

17. Breakages or Losses

Breakages or losses that occur during your event will be added to the final invoice and charged at replacement cost.