



14450 WEST 10 MILE ROAD
OAK PARK, MI 48237

248-968-1380
248-968-3345 FAX

CATERING POLICY

CLASSIC CUISINE SPECIALIZES IN FULL SERVICE CUSTOM CATERING AND EVENT PLANNING
PLEASE REVIEW THE FOLLOWING POLICIES BEFORE BOOKING YOUR EVENT

CONSULTATION SERVICES:

Home visits for private events are \$75.00/hr. + \$25.00 each additional hour. This fee is completely applicable toward the cost of your event should you decide to use Classic Cuisine.

PAYMENT SCHEDULE:

If your event is more than one month away at time of booking:

10% non-refundable deposit is required to hold your date based on your estimated costs.
50% of your estimated balance is due and non-refundable one month prior to your event.
Payment in full is due one week prior to event unless other arrangements have been made.

If your event is less than one month away at time of booking:

50% non-refundable deposit, based on your estimated costs, is required to hold your date.
Payment in full is due one week prior to event unless other arrangements have been made.

CANCELLATIONS:

Should a cancellation occur, **the deposit is forfeited.** Events booked and then cancelled at the last minute, without having paid a deposit, will be assessed a cancellation fee equal to the stated deposit.

PRICES:

Quotations are subject to any adjustments that may be desired by the customer. Each adjustment will be subject to approval.

Please note: A totally refundable security deposit is required for orders using any equipment when our service personnel is not present. The deposit will be refunded when all supplies are returned.

SERVICE FEES:

18% Service Fee is added to the total cost of the event when service personnel are requested and/or equipment is necessary for food preparation and presentation. This includes insurance and delivery.

STAFF:

Trained staff is available for all catered events. The fees for wait staff are \$90.00/4 hr. minimum + \$17.00 each additional hour. Bartenders are \$95.00/4hr. minimum + \$19.00 each additional hour.

DELIVERIES, SETUP AND PICKUP:

There is a minimum fee of \$20.00 each way for any deliveries with a 10 mile radius of our location. Additional fees will be determined by location. All deliveries include basic setup and pickup.

FEDERAL, STATE AND LOCAL LAWS:

CLASSIC CUISINE follows all laws with respect to food and beverage purchase, preparation and consumption. We will not serve alcoholic beverages to persons under 21 years of age or to those we believe may be intoxicated.

INSURANCE AND LICENSE:

CLASSIC CUISINE is fully licensed by the Oakland County Health Department and the State of Michigan. All our wait staff is fully insured for workman's compensation and liability.

I fully understand and will comply with the policies as stated in this document.

Signed: _____ **Date:** _____