



3704 Carolina Beach Road  
Wilmington, NC 28412

910-796-0520  
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## Catering Contract

### DEPOSITS/PAYMENTS

(All payments /deposits to Bon Appetit are non refundable)

1. Bon Appetit requires an initial deposit of \$500.00 for large events and \$200.00 for smaller events to confirm function date. This may be made payable by credit card, check, cash or money order. We will confirm your reservation only after receiving your deposit and signed contract.

\*The following deposits are applicable for larger events only and these deposits are payable by check, cash or money order only

2. 10% of total menu balance will be due 30 days after a proposed menu has been sent to the client from Bon Appetit. Due date will be indicated on menu proposal (by no means do the menu items have to be confirmed at this point).
3. 20% of total menu balance is due 30 days prior to client's event date (due date will be indicated on proposal).

\*No menu item changes can be made to menu 30 days prior to event and final RSVP's are to be given no later than 14 days prior to event.

4. Total balance is to be paid in full 7 days prior to event and must be paid by check, cash, or money order only. Total balance will be indicated on final menu invoice.

### WAIT STAFF INFO

1. Wait Staff for every event is secured 30 days prior to event. Any decrease in guest count after the 30 days will not result in a decrease of the wait staff that is already in place.

\*Gratuities for wait staff are appreciated but are not included in the wait staff charges.

2. If event requires a significant amount of travel, client will be responsible for wait staff travel time and these charges will be documented on menu proposal.

## ALCOHOL/BAR POLICIES

1. Should client provide own alcoholic beverage to be served by Bon Appetit, the client will be charged a corkage fee of \$300.00 based on events of 100 guests or more and \$200.00 for events less than 100 people.
2. Client is also responsible for obtaining a 1 day special occasions permit only when purchasing hard liquor for Bon Appetit to serve. This permit is not necessary for events at a private residence. To obtain your one-day special event permit, visit [http://www.ncabc.com/legal/law\\_enforcement.aspx](http://www.ncabc.com/legal/law_enforcement.aspx)
3. Bon Appetit will rent client all necessary bar rentals for \$50.00 per setup to include galvanized tubs for beer, coolers, ice challis, ice scoop, bar tools etc. We can also provide ice for \$1.00 per person.
4. PLEASE NOTE: 30 Minutes prior to clean up time, the bar glass ware will switch to clear heavy duty plastic ware. Should there be overtime for the bartenders only, the bar will switch to clear heavy duty plastic ware for the remaining hour/hours unless client is willing to rent extra glass ware at own expense from Rental Company. Bartenders can not be left with glass ware, plate ware or any other equipment once Bon Appetit truck has left the premises.

## ADDITIONAL SERVICE CHARGES

### TASTINGS

Tastings are available for \$25 per person. This fee will need to be paid upon booking your tasting date. When you book with Bon Appetit, we will deduct up to \$50 from the balance of your event. At the tasting you will have the opportunity to taste 8-10 hors d'oeuvres of the Chef's choice, desserts from our Pastry Chef and 2 hot entrée selections of the Chef's choice in order to get a feel for the quality and presentation of our food.

### RENTAL COORDINATING/SITE CONSULTATION

1. All events that require wait staff are subject to a 20% rental coordination/handling fee.  
\*20% rental coordinating/handling fee does not apply to tents
2. Once final menu invoice has been paid, no adjustments can be made to the Rental Coordinating Fee.
3. Wait staffed events may require a site consultation fee which is \$50 for local consults and \$75 or more for consults out of the Wilmington area. These services are optional and are available upon confirmation of menu proposal.

### VENUE CATERING FEES

Any venue Catering Fees will be incorporated into client's invoice from Bon Appetit.

PERFORMANCE:

The performance of the agreement by either party is subject to acts of God, war, government regulations, disaster, strikes, curtailment of transportation facilities, or other emergency making it illegal or impossible for Bon Appetit Catering to substantially provide the services.

LIABILITY:

Bon Appetit Restaurant & Catering reserves the right to inspect and control all private functions. Bon Appetit Restaurant & Catering cannot assume responsibility for personal property and equipment brought on premises.

DAMAGES:

Client agrees to be responsible for any damage done to the premises during the time they are under the client's control or the control of any independent contractor hired by the client.

A credit card will be secured at the time client confirms with Bon Appetit and client agrees to be responsible for breakage and/or lost equipment from Bon Appetit. Should damages or loss of equipment occur, client will be notified of charges to their credit card on file the following business day after event.

Bon Appetit \_\_\_\_\_ Date \_\_\_\_\_

I \_\_\_\_\_ acknowledge that I have read Bon Appetit's literature online and /or on paper and I agree to all terms and conditions set forth in said literature regarding pricing, payments, and policies.

Client \_\_\_\_\_ Date \_\_\_\_\_