

Caterer Questions

- How long have you been in business?
- Can you provide a list of references?
- Do you require a guaranteed number of guests?
- What is the latest date I can give you a final head count?
- What type of food do you recommend for my budget and the number of guests?
- Would a sit-down meal or buffet be best?
- Do you offer tastings to help us select the menu? Is there an extra fee for this?
- Do you provide the wedding cake? If not, is there a cutting fee?
- Will you provide the groom's cake? (This is optional depending on your tastes)
- Do you charge extra to pour coffee?
- Do you provide liquor? If not, may we bring our own?
- What is your cost per drink?
- If we provide our champagne, will you charge a corking fee?
- Will you provide the linens? If yes, is there an extra fee for this?
- Do you supply the glassware and the table settings?
- Do you provide food for the entertainment staff? Is this extra per person?
- How much time will you need to set up?
- May we go over the table locations and seating arrangements ahead of time?
- Will you personally handle and attend my reception? If not, who will?
- What is your server-to-guest ratio?
- Would it be more cost effective for me to handle the rentals myself?
- Do you have a contract?
- When will you provide the final cost per person?
- What is your payment policy?
- Is a deposit required to save the date? If so, how much and when is it due?
- Is a gratuity included? If yes, at what percent?
- Will you provide a to-go snack for the bride and groom?
- Will you pack the top tier of the wedding cake?
- How many meetings may we schedule with you?
- What is your cancellation policy?

Caterer

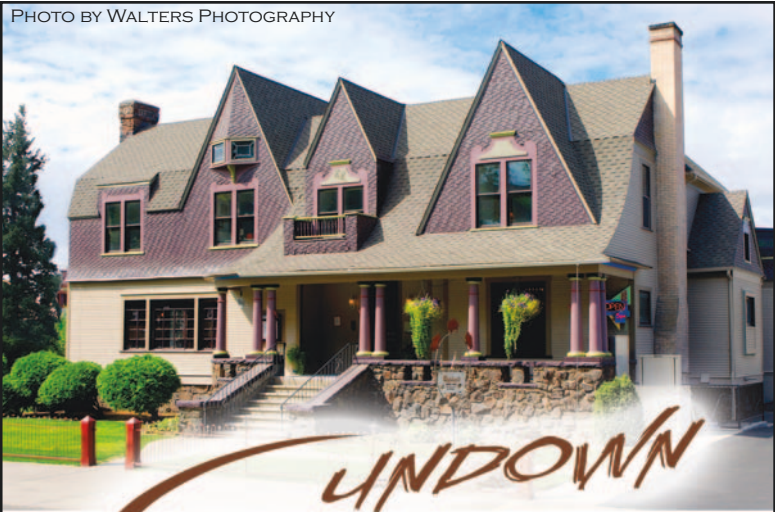
Company: _____
 Phone: _____
 Hours: _____
 E-mail: _____
 Cancellation policy: _____

Menu

Sit-down or buffet: _____
 Food: _____

 Desserts: _____
 Drinks: _____
 Snacks: _____
 Other: _____
 Services and equipment included _____
 Servers: _____ Cost: _____
 Bartenders: _____ Cost: _____
 Notes: _____

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