

Event Catering Order Form

EVENT INFORMATION

Event Name: _____

Date: _____

Time: _____

Location: _____

Number of Guests: _____

MENU SELECTION

Quantity	Dish Name	Special Instructions	Price

ADDITIONAL SERVICES

- Buffet Setup
- Tableware Rental

- Staff for Serving
- Beverage Station

PAYMENT INFORMATION

Total Cost: \$ _____

Deposit Amount: \$ _____

Balance Due: \$ _____

Customer Signature: _____ Date: _____