

CATERING PROPOSAL FORM

Date of Function/Event:

LAST Name:

First:

Mailing/Billing Address:

Street Address:

Town:

State:

Zip:

Home Phone:

Work Phone:

Cell Phone:

Fax Number:

Email Address:

Location of Event:

(Name of Residence house or Venue name)

Street Address:

Town:

State:

Zip:

Location Phone:

Number of Guests (estimated):

Time of Guest invite:

Menu Questions:

What Kind of Occasion is this Celebration for?

Is there a Theme that you have in mind for your Celebration?

What Style of Event are you planning?

- Pickup (*you pick-up your food and transport it yourself (hot or cold)*)
- Drop-Off (*We Deliver your food, you return the equipment back to Us*)
- Full-Service (*We Deliver, Set-up, Display and have person/people attend to filling/replacing food, cleaning and clearing, and they return the items back to Culinary Creations. You do not lift a finger*)

What Atmosphere are you looking to create?

—Casual/Relaxed—Simple/Elegant—Formal/Upscale

What Style of Menu are you most interested in:

—Hors D'ouvres Party—Buffet—Cookout—Sit down—
—Stations Menu—Theme Party Menu—Brunch

Which of our Packages Best fits your needs?

Our packages can be customized, how would you like to alter the package you selected to better fit your needs and budget?

Bar/Beverage Questions:

***Culinary Creations offers a Host Liquor Liability License which allows you to have several options of bar services that will be budget conscious.**

What Style of Bar will you be offering?

- No Alcohol at all
- Lite Bar (Beer, Wine & Soda)
- Open Bar (including Liquors)

What Bar Service would you prefer?

- Self Serve (no bartender, guests help themselves)
- Bartender & Client Supplies all Bar/Beverages
- Bartender & Bar on Consumption (only pay for bottles opened thru liquor store)

***We also offer a partial consumption bar where you can supply certain items and we can fill-in with other selections that you would like to offer your guests.**

RENTAL QUESTIONS:

Since rentals could play a major role in your event, and there is a large variety to choose from that can ultimately decide the overall cost of your function, our initial Proposal typically does Not include the rentals. We will discount your rentals to try and make the planning process easier for you to deal with one company. Certain rentals will come direct from us to save you money overall, others will come from the companies we are associated with. We will give you a separate itemized breakdown of rentals once some selections have been made. In order for a better understanding of your needs, the following questions will be helpful to answer:

For Food Service do you plan on using:

- *China & Flatware*
- *Upscale Disposable product*

For Bar/Beverage Service do you plan on using:

- *Glassware*
- *Clear Plastic product*

Are you interested in Tenting?

If Yes, which portion of the event will be tented?

- All
- Portion – Explain:

Are you interested in Seating for all Guests?

- Yes
- No – Explain

What Style of Entertainment:

- None
- Band
- DJ

Will you need a Dance Floor?

*Are there any other Rentals that you may need/require:

*Please explain any comments or answers on Rentals that will offer us a better idea of your overall affair:

Rental Facility/Venue Questions:

If you are planning on having your Event in a Rental Facility or Venue, please answer the questions below if the facility is not one of our locations listed on our web site. Most facilities offer items that you would normally need to rent at an additional fee.

Are you interested in Hosting your Event in a Rental Facility?

Which Rental Facility/Venue:

If in a facility, what do they offer use of (chairs, tables, kitchen...):
(If it is one of our facilities from our web site, we can answer this question)

Does Venue have cooking Facility:

*(If tented over 70 persons, a cook's Tent will be required)
(If it is one of our facilities, we will answer)*

If you are still looking for a Location to Host your Function, please offer an explanation of what you are ultimately looking for (Location, Needs or Requirements, Style...)?

How did you hear about us?

*All estimates will be proposed in the Last Name given above, in case of inquiries

[PLEASE EMAIL COMPLETED FORM TO:](mailto:catering@culinarycreations.com)
catering@culinarycreations.com or fax to (908) 281-3895

Thank You!