

Billing Information



Payment is required in Full On or Before the Date of the Event Unless Prior Credit Terms Have Been Established

Food & Beverage

- * *Menus are Based on a Per Person Price*
- * *Custom Menus May Require Additional Costs*
- * *Reasonable Substitutions are always considered.*
- * **Minimum Guarantee Count is Required at Time of Booking**
- * **Final Count is Required Ten Days Prior to the Event**
- * **Increases in Final Count are Allowed Until Three Days Before the Event**

Delivery 15%

- * Non-Fort Collins Delivery May Require an Additional Fee

Service Staff \$18 per hour

- * All Staffed Events Must Have a Minimum of Two Attendees
- * Three-Hour Staffing Minimum, Including Set-up & Clean-up
- * Additional Staff Time May be Billed After the Event

Service Charge..... 16%

- * Applies only to parties totaling **under \$500.00**

Gratuities 16%

- * Applicable Only When Event is Staffed

Miscellaneous

- * Additional Charges for Rentals of Tables, Chairs, Linens, etc.

Tax 6.7%

- * Outside City Limits – 3.7%
- * Non-Taxable Customers Must Provide a Tax Exempt ID Number

Go GREEN!\$25.00 cleaning fee

- * Non-disposable, china & glass like items available at a small cleaning cost (i.e. plates, flatware, glassware)
- * Environmentally friendly
- * Minimize disposables with re-usable tableware

*Orders Cancelled Within Five Days of the Event
Will be Charged 30% of the Projected Revenue*