

**Event Bookings:**

We require 48 hours advanced notice to fully accommodate your order. But, as always we will do what we can to help with last minute orders. All orders require a 10 person minimum. Orders of 300+ guests require 8 business days advance notice. We will try to accommodate all orders placed after that time, based on availability.

**Deposits:**

For invoices totaling \$1500 or more, a deposit of 50% of the total invoice may be required.

**Service Style:**

Please call us for plated dinner or personally designed menu options. All meals and beverages are served buffet style using paper plates, paper napkins, plastic cups, and heavy plastic cutlery. Upgrade options are as follows:

**Reflection Flatware - Disposable silverware, including fork, spoon and knife rolled in a heavy white napkin and tied.**

- Add an additional \$1.50 pp.

**Eco-Choice Biodegradable Plates**

- Available for an additional \$1.50pp

**Full-Service Catering - Includes stainless chafing dishes with sternos, stainless serving pieces, buffet signs, non disposable platters and bowls, salt and pepper shakers and drink dispensers.**

- Add an additional 15% of invoice total.

**Staffing - Our trained servers are required to stay on sight for the time food and drinks are being served. You will be invoiced after the event for any extra labor that exceed the labor hours on your original invoice.**

- Add \$25 an hour per server.

**China - Includes white plate, glass cup, silver fork, knife, spoon and linen napkin.**

- Call for options and pricing.

**Linens - We include disposable table covers for buffet tables with each order. Clients may upgrade to a floor length linen in basic white. We also offer a wide variety of linen colors.**

- Basic white for an additional \$25.00 per linen. Linen colors starting at \$30.00 per linen.

**Guarantees:**

The estimated guarantee for the number of guests will need a minimum of 3 full business days prior to the event date. Once event has been booked clients may change up to 10% of the confirmed head count up to twenty four hours of event date.

**Cancellations and Inclement Weather:**

Any event can be canceled without charge up to 7 days prior to the scheduled event date. Cancellations of less than 7 days prior are subject to a cancellation fee of 50% of the estimated total. Orders cancelled within 2 business days are subject to full charge. Simply Delicious Catering has the right to cancel a delivery do to hazardous events and road conditions.

**Food Handling:**

In accordance with North Carolina Health Department regulations, any leftover food remains the property of the caterer and, under law, must be disposed of by the caterer, and cannot be removed by the client.

**Proposal & Confirmation:**

Menu and event proposal confirmations will be presented to you for review and approval signature prior to the event. Upon Request, event/menu consultations will be conducted at our facility located at 702 North Main Street in Creedmoor for \$25 per person. This fee will be taken off the final invoice when the booking is confirmed. Please carefully review all event confirmation information, sign proposal where indicated, and return to Simply Delicious Catering. Please direct any questions or concerns to Simply Delicious Catering at 919-528-7400.

**Payment/ Billing:**

Balance of payment must be made in full by check or credit card on the day of the event unless prior arrangements have been made. We accept American Express, Visa, Mastercard and Discover. NC Sales Tax not included in menu pricing. If applicable, sales tax will be charged at the current NC Rate. You Must Notify us in advance if you have sales tax exempt or Direct Pay status and we must have your exempt or direct pay certificate on file before we can remove the tax from your order. Direct Pay certificate holders are solely responsible for directly remitting the sales tax to the NC Department of Revenue.

- Finance charges will be applied to any outstanding balances 15 days past due date at the rate of 1.5 percent per month as long as the balance remains outstanding.