



Catering Contract

Contract Date _____ Event Name _____

Contact Information for Event

Name _____ Phone Number _____

Contact Name _____

Email _____

Mailing

Address _____ City _____ State _____

Event Information

Location _____ Event Start Time _____ Event End Time _____

Time of Meal _____ Approximate Number Guests _____

Guaranteed Number of Guests Due 10 Days Prior To Event

See Catering Worksheet for Pricing Details Estimated Total for Event _____

A Service Charge of 18% and Sales Tax of 7% will be added to the Invoice. All dishes, serving and eating utensils will be disposable unless otherwise noted.

PAYMENT TERMS AND CANCELLATION FEES

A Deposit of 25% of the Anticipated Total or \$300.00 (whichever is greater) Confirms your event reservation. This deposit is non-refundable. Final Payment in full is due 10 days prior to the event and final count must be given. No refunds will be given for cancellations within 10 days of event. All payment is forfeited.

Customer Signature _____ Date _____

Pittsburgh Smokehouse Signature _____ Date _____

