HOMESTYLE
CATERERS

for: Event # E01958
on: Sunday, April 10, 2016

Client/Organization	Event Date	Telephone	Fax	Event #
Mary Ellen O'dell	4/10/2016 (Sun)	( ) -	( ) -	E01958
Address		Booking Contact	Site Contact	Guests
		Mary Ellen		60 (Pln)

Party Name	Sales Rep	Theme	Category
Brunch	Iliana Buigues	Banquet	Social

SAMPLE TEXT
MINIMUM GUARANTEED ATTENDANCE MUST BE RECEIVED WITHIN 72 HOURS OF EVENT. IF ATTENDANCE FALLS BELOW THE GUARANTEED NUMBER THE CLIENT WILL BE CHARGED FOR THE GUARANTEED NUMBER. GUARANTEED NUMBER MUST BE RECEIVED BY DATE/TIME INDICATED.

Venue & Times

Description	Start	End	Serving	Bar	Banquet Room	Setup Style
Brunch	10:00 am	8:00 pm	NA	NA	Putnam Room	Buffet

Food & Beverage

Food/Service Items	Price	Qty	Total
Simple Buffet	23.00	80	1,840.00

Subtotal	1,840.00	Paid	0.00	Pay Method	Card Number
Tax	154.10	Balance	2,325.30	Card Type	
Service Charge	331.20			Card Holder	Expires
Total Value	2,325.30			Signature	

SAMPLE TEXT
A 0.00 cancellation fee will be incurred for any cancellation within 7 days of event. A 100.00 fee will be incurred for any additional setup on the day of the event.

Sales Representive: _____ Date _____ Client _____ Date _____

Homestyle Caterers
187 Hill Street, Mahopac, NY 10541