



Terms & Conditions

1. To reserve your date and secure the Chefs for your catering needs, an initial deposit of £500 is required. If the booking is not confirmed with a deposit, within seven days, we reserve the right to cancel your booking without prior notice. Along with your deposit, we require a rough estimate of numbers that will be in attendance, a brief outline of dietary requirements, including allergies, of your guests, and we will store your personal details i.e. telephone number, address, etc. A contract must be signed at this point (please note, deposits are non-refundable, or transferable, under any circumstances). Payment for deposits is accepted via BACS transfer and card payment. Chefs Catering Ltd reserves the right to refuse bookings without condition and reason.
2. A further deposit of £500 for Catering is required 12 months prior to the event. Should the booking lead time be shorter than 12 months, a payment schedule will be drawn up with the mutually agreed upon dates (please note, deposits are non-refundable or transferable under any circumstances). Payment must be made by the agreed upon due date, or booking will become invalid.
3. 4 months prior to the event, the remainder of the estimated final balance will be due for immediate payment (non-refundable). Bespoke packages will be subject to a personalised schedule. You will be required to submit your requirements for your catering, and final numbers attending at your Taster Event, 8 weeks before your day, in addition; you should use this to decide upon your choice of table wines, or upon your request, our Chefs can recommend a selection of table wines to sample at your Taster Event. A separate invoice will be generated for this.
4. In the unfortunate event of a cancellation, a charge will be made calculated as a percentage of the total booking: up to 12 months prior to the event will include the loss of your initial deposit; under 12 months and up to 2 months prior to your event, a charge equivalent to your 1st and 2nd deposits will be incurred; for a cancellation of 2 months and below, Chefs Catering will take 100% of the final/outstanding balance.
5. A minimum requirement of 20 guests is expected to be in attendance (children are not included in this figure). Numbers under this will be considered in exceptional circumstances (Chefs Catering Ltd reserve the right to cancel the event, should the final number of guests fall below this number; the initial deposit will be held and conditions relating to article 4 will be enforced).
6. Prices quoted are exclusive of VAT. Service charges are included in the price. Chefs Catering Ltd reserve the right to increase prices due to unforeseen circumstances and market inflation (this is not normal practice of Chefs Catering Ltd, therefore, sufficient notice will be given).
7. As discussed on your booking emails: alcohol will normally be purchased through the venue, however, for private events, alcohol will be purchased through trusted partners of Chefs Catering Ltd and must be paid for no less than 8 weeks before your event.
8. It is the responsibility of the client to provide our Chefs with any dietary requirements or allergies (it is of the upmost importance that any guest with a significant or life threatening allergy, or intolerance, is brought to our attention immediately, the safety of your guests is taken very seriously by Chefs Catering Ltd. If you do not comply with this request, you may be liable for prosecution). The aforementioned information will be required no later than 8 weeks before the event date, along with your final menu selection (Chefs Catering Ltd reserve the right to cancel your event,



should not comply with this request, please refer to article 4). During the event, if a guest requests a different selection than the one previously booked, Chefs Catering Ltd will try and accommodate the guest's requirements, however, we reserve the right to refuse this request.

9. The client is responsible for any loss or damage caused by the client or their guests, agents or employees. Chefs Catering Ltd does not accept any responsibility for any valuables and property, which are lost or stolen during an event.

10. Chefs Catering Ltd reserves the right to remove unruly and disruptive guests from any hosting venue. All guests are expected to adhere to the rules laid down by the host venue and conduct themselves in a respectable and courteous manner, this includes undertaking the supervision of children and vulnerable adults.

11. Chefs Catering Ltd will not be liable for failure to comply with any terms and conditions, to the extent such compliance is prevented, hindered, or delayed by any cause beyond its control including but not limited to fire, storm, explosion, flood, act of God, action by any Government or agency, shortage of materials or goods, strike, or being locked out of the venue.

12. The parties who are responsible for booking the event must read and sign a copy of these terms of conditions prior to paying their deposit.



Booking Information

Date of Event:

Location of Event:

Estimated Number of Guests Attending:

Dietary or Specialist Requirements (Including Food Allergies):

Names of Booking Parties:

Address:

Tel Landline:
Mobile:

Email:

We have read, understood, and agree to the above terms and conditions:

Print Name:

Signed:

Date: