

SILVER CITY WOMAN'S CLUB

P.O. Box 1579

Silver City NM 88062

silvercitywomansclub.org

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Catering Contract

This agreement made on the _____ day of _____, 20____, between the Silver City Woman's Club and _____ who desires the Silver City Woman's Club kitchen staff to cater a meal for them on _____.

1. This contract will be for minimum of 25 plates:

A. at \$15.50 per plate. (One meat meal)

B. at \$17.50 per plate. (Two meat meal)

C. Catering will be done for groups of less than 25 plates for a flat rate of \$300.00.

These prices include dessert and beverages (water, tea, and coffee).

2. The customer scheduling the catered event will provide the SCWC staff the total number of meals to be served no later than 3 business days prior to the event. At this time the customer will inform the staff on placement of tables, chairs, desired table coverings, and other pertinent details.

3. Payment is due in full at the time of services rendered.

4. Either party to this contract has the right to cancel this contract with a minimum of two weeks notice. A late cancellation fee will be assessed \$100.

5. The SCWC caters on an individual basis, obtaining a permit each time with the State of New Mexico Environmental Dept. attesting to menu, method of storage, preparation, and serving.

6. Alcoholic punch may be served in the Club building, but **NO** mixed drinks, hard liquor, beer, or wine by the glass. Ingredients for any punch must be furnished by the customer as SCWC does not have a distributor's license. However, we will supply a punch bowl if arrangements are made ahead of time.

7. Does the customer have personal liability insurance? Yes No If requested supply a copy of disclaimer page? Yes No

It is the duty of the Building Administrator and Executive Board to handle any infraction of these rules.

Signature of Customer Address:_____

Phone:_____

Signature of Club Official