

We understand you may not know all of the information requested in this agreement at this time.
Please complete as much as you can. The remainder can be provided at a later date.

Type of Event: Wedding Wedding Rehearsal **Event Date:** _____

Client Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone #: _____ Email: _____

Bride Name: _____ Groom Name: _____

Coordinator Name: _____ Coordinator Phone #: _____

Wedding Time	_____
Bar	_____
Horsd'oeuvres	_____
Meal	_____
Cake Cutting	_____
Toast	_____
Event End	_____

Event Location / Address / Ph# _____

**TO BE COMPLETED BY COOK
SHACK STAFF
Make Basket**

MENU SELECTIONS **Event Soft Guest Count:** _____ *Final Guest Count Must Be Guaranteed 2 Weeks Prior to Event Date*

Hors d'oeuvres

Salad

Salad Dressings

Beverages

Meats

Breads

Sides

Desserts

Cut Cake (Name) _____ Call Tables (Name) _____

Bride & Groom Take-Out Plates Yes No Do you want left-overs? Yes No

Theme / Colors of Wedding: _____

Special Requests:

- Final Guest Count Must Be Guaranteed 2 Weeks Prior to Event Date. You can increase this number, but not decrease, at 2 weeks prior to the event date.
- To reserve your wedding date with Cook Shack Catering, we require a \$500.00 non-refundable deposit.
- Please visit our web site to view our Full Menu. Please inquire about any item you may not see listed.
- Prices are subject to change due to changes in the contract agreement.
- Final Payment is Due Upon Completion of Catering. All Balances Over 30 Days from Event Date are Subject to an 2% Service Charge Montly.
- Gratuity for excellent service is always appreciated, but not required.

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Event Soft Guest Count: _____ **Final Guest Count Must Be Guaranteed 2 Weeks Prior to Event Date**

Special Event Details and Requests: _____

Wedding Time	_____
Bar	_____
Horsd'oeuvres	_____
Meal	_____
Cake Cutting	_____
Toast	_____
Event End	_____

TO BE COMPLETED BY COOK SHACK STAFF
Arrival Time _____

Bar Requirements

- Will your event require a Bar Yes No Would you like Cook Shack to provide Bartenders Yes No
- Bartenders are \$40.00 per hour each. Time starts 2 hours before your designated bar start time and for 30 minutes after your event end time. These times are for set-up and break-down. One bartender per 75 guest will be needed.
 - There is a \$200 Bar Set-up Fee. Full bar mixers are not included in this fee.

Dishes

- Will you be using Reflections Real Dishes
- If you choose to use real dishes for your event additional server fees may apply.
 - Any rentals will need to go through Shady Wagon.

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