**Scottish Pig BBQ**

**CATERING AGREEMENT**

This is a catering agreement executed this **date\_\_\_\_\_**\_\_\_\_\_\_\_\_

BETWEEN

**Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Address\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Email\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Phone number**,\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

known for the purposes of this Agreement as “Client,”

AND

**The Scottish Pig BBQ LLC**

**Gary Hillard**

**16255 Cooks Mill RD**

**Lanexa, Va. 23089**

**8043632382**

**scottishpigbbq@gmail.com**

known for the purposes of this Agreement as “Caterer.”

Client and Caterer agree to the following:

**1. Services**

1.1 Caterer agrees to provide services to the Client for **{event}\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**, known as the “Event,” taking place on **{date}\_\_\_\_\_\_\_\_\_\_\_\_\_\_**.

1.11 Customer pickup Y / N, Drop off to Customer siteY / N, Set up Buffet style on site Y / N

Event Time\_\_\_\_\_\_ Setup time\_\_\_\_\_ Dinner time\_\_\_\_ Tare down time**\_\_\_\_** Does the Client want the leftovers Y / N

Address/SiteLocation,\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone Number\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

* 1. Client agrees to provide the following

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**2. Deposit**

2.1 Client is required to pay a deposit of **50%** upon signing this Agreement.

2.2 **Deposit Guarantees & Cancellations:**

Because the efforts of the Scottish Pig, staff and resources has been set aside for you to provide outstanding personalized service, we will not overbook our services and have likely turned away other events for your date. For this reason the following cancellation deposits and guarantees have been determined.

This reflects a percentage of the 50% **date reservation fee** held for the event that would be returned to you in case of cancellation.

~90 days or more prior to date of event 50%

~60 – 89 days prior to date of event 25%

~31 – 59 days prior to date of event 10%

~30 or less days prior to date of event 0%

Service area 40 mile radius. 200 mile .55 a mile plus expenses. Above that 1.00 a mile plus expenses.

Distance to event\_\_\_\_\_\_\_- 80 = \_\_\_\_ X \_\_\_\_\_ =\_\_\_\_\_\_

**3. Payment**

3.1 For the above services, Client will pay Caterer a total of **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** including Taxes and Deposit outlined in Section 2.

3.2 Client may request additional services, with the knowledge that these services will add to the total cost agreed upon by this contract, and must be agreed to in writing, either as an addendum to this Agreement, or in a separate document.

3.3 Catering Service is 2 hours. After that it is $100 per hour.

3.4 For groups less than 50 people, there is a $100 setup fee.

3.5 The balance on the total cost for the Event is due **on or before the Event date.**

3.6 $350.00 minimum on all catering jobs

3.7 A 3% fee will be added for credit cards payments

**4. Guests**

4.1 Client agrees to provide Caterer with the total number of guests no later than **{10}** days before Event.

**5. Menu**

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

5.2 Menu must be confirmed by **{30 days before the Event}**, or else Client will be subjected topenalty fee **{30% of total}**.

5.3 Menu will be fixed, and no changes may be made, **{10 Days before Event}**.

**6. Arbitration**

7.1 Should either party failure to provide or breach this Agreement in any way, the offending party will be liable for any damages.

7.2 Both parties agree to seek a third-party mediator or arbitrator for any disputes that arise as a result of this Agreement.

**7. Jurisdiction**

This Agreement falls under the jurisdiction of the state of **{Virginia}**, and is therefore subject to all of **{Virginia's}** laws and regulations.

Signed:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Client Name Client Signature

Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**\_the Scottish Pig\_\_\_\_\_\_\_\_** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Caterer Name Caterer Signature

Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**For this Event the Caterer agrees to provide the following…**

 Meat, 2 - $2Sides, Sauces, Buns or Corn Bread

Plastic Forks & Spoons, Paper Plates, Cups and Paper Napkins

**MEATS** **DRINKS**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Chopped Pork BBQ |  |  | Lemonade |
|  | Coarsely Chopped Beef Brisket |  |  | Ice Tea Sweetened |
|  | Chopped Chicken |  |  | Ice Tea Unsweetened |
|  | St. Louis Style Ribs |  |  | Can Soda’s |
|  |  |  |  | Bottled Waters |

|  |  |
| --- | --- |
|  | Baked Beans |
|  | Cole Slaw |
|  | Shawnette’s Mac Salad |
|  | Green Beans |
|  | Roasted Red Potatoes |
|  | Mac & Cheese |
|  | Corn Bread |
|  | Potato Salad |

|  |  |  |  |
| --- | --- | --- | --- |
|  ADD ON’s  | units | cost | total |
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| --- | --- |
| **Number of Guest** |  |
| **Cost per Guest** |  |
|  |  |
| **Add on’s** |  |
| **Sub total** |  |
| **Discounts** |  |
| **Total before tax** |  |
| **Meals tax 4%** |  |
| **Sales tax 6%** |  |
| **Total** |  |
| **%50 Deposit Due** |  |
| **Balance due on** **or** **before*****Event date*** |  |
| **Thank You For Your****Business!!** |  |

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