



CATERING AGREEMENT

Company _____ Phone # (____) _____

Person in charge(cardholder) _____ Cell Phone # (____) _____

e-mail _____ Fax # (____) _____

Address for card _____

Date of the event _____ Delivery Time _____ Catering Time (for full service only) _____ to _____

For Delivery, Address: _____

Catering Style (circle one): Fiesta or Party Trays

Total: _____ notes: _____ Deposit: _____ Balance: _____

Note: Credit card, kept on file to cover any physical damage done to catering equipment.

Credit Card # _____ Exp _____ V/C _____ Zip _____

NOTICE: CONTRACT IS VALID ONLY WITH MANAGER'S SIGNATURE

- *Deposit will be credited toward the final total.*
- *Payment shall be made immediately before placing order or unless credit has been established to the satisfaction of Guadalajara Grill Restaurant.*
- *Cancellations made less than seven (7) days prior to the event are non-refundable.*
- *Guadalajara Grill will charge for the exact guarantee of confirmed guests or the actual number of guests that exceed the guarantee.*
- *Prices for all orders add 9.5% tax, delivery fee and suggested gratuity of 10% (for delivery and full service options).*
- *Credit card will be kept on file to cover any outstanding charges that aren't paid for.*

FOR FIESTA STYLE PLEASE NOTE PACKAGE CHOICE, TOTAL NUMBER OF GUESTS AND CHOICE OF ENTREES:

PACKAGE _____ NUMBER OF CONFIRMED GUARANTEED GUESTS _____

ENTREES _____

FOR PARTY TRAYS PLEASE NOTE NUMBER OF TRAYS WITH ENTRÉE CHOICE, TRAY SIZE, AND ANY SIDE ORDERS:

If the listed arrangement meets your approval, please sign below.

Signature of person in charge X _____ Date _____

FOR RESTAURANT APPROVAL

By _____ Title _____ Date _____

GUADALAJARA GRILL

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