



BOOKING FORM

**PLEASE FILL IN BOOKING FORM AND SEND IT BACK TO US BY EMAIL OR PRINT AND POST.
ALTERNATIVELY FILL IN THE ONLINE BOOKING FORM VIA OUR WEBSITE: WWW.BBQCATERING-UK.CO.UK/CONTACT-US**

Name / Address / Tel No / Email Address:

Venue Address:

Method of Payment and Amount:

Date of Booking:

Date of Function:

Print Name:

Signature:

TERMS OF BUSINESS

A 25% deposit of the total quotation is required, together with the completed booking form to obtain confirmation of your booking. An invoice requesting balance of payment will be forwarded 20 days prior to the function date. The full balance must be received no later than 14 days before the event. We reserve the right to cancel any booking if payments are made after the deadline. Bookings made within 14 day windows, will be required to pay the balance in full. (No catering or additional services such as marquee, steel band, cutlery & crockery hire will be supplied without the balance of payment paid.) Any changes to the agreed menu, services or amount of covers after a deposit has been paid, may be subject to a new quotation. Cancellations will only be accepted in writing and will incur a £300 Administration Charge. Cancellations made less than 20 days prior to the function date will result in a lost deposit. Our Company Policy and Partnership with the Food Standards Agency, prohibit outsourced Food from being brought on to the Premises, until we the "Nominated Caterer" have left the Venue.

CALL US ON 07715350346 OR EMAIL INFO@BBQCATERING-UK.CO.UK

RETURN ADDRESS: BBQ CATERING UK: UNIT 47, ROWFANT BUSINESS CENTRE, ROWFANT, WEST SUSSEX, RH10 4NQ

