



**Manhattan Catering LLC**  
**Four-Star Personal Chef Service**  
*The difference is elegance.*

**2801 Via Cascada**  
**Carlsbad, CA 92010**  
**Fax: 760-666-5031**  
**Email: info@manhattancateringllc.com**  
**www.manhattancateringllc.com**

**Reservation Request / Special Event Booking Sheet**

*Please contact Manhattan Catering LLC by phone or email regarding the availability of your event date before sending the completed and signed form with your deposit.*

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

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

**Telephone: Home:** \_\_\_\_\_

**Work:** \_\_\_\_\_

**Cell :** \_\_\_\_\_

**Type of Event:** \_\_\_\_\_

**Requested Date of Event:** \_\_\_\_\_

**Requested Time of Event: From** \_\_\_\_\_ **to** \_\_\_\_\_

**Approximate Number of Guests:** \_\_\_\_\_

**Location of Event:** \_\_\_\_\_

\_\_\_\_\_

**Describe Event Location:** \_\_\_\_\_

**Does entering event location involve stairs or elevators? Yes\_\_\_ No\_\_\_**

**Is there a set up room or kitchen? Yes\_\_\_ No\_\_\_**

**Are there any stairs between the set up room and entrance? Yes\_\_\_ No\_\_\_**

**Appetizers, Brunch, Lunch or Dinner? \_\_\_\_\_**

**Plated or Buffet? \_\_\_\_\_**

**Menu Selections: \_\_\_\_\_**  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Please briefly describe your event and any special requests or needs you might have.  
For example: vegetarian or vegan selections for guests, diabetic guests, etc.**

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

*Ice sculptors are available upon request.*

### Terms of Agreement

**Chef \$50.00/hour  
Chef Assistant \$25.00/hr  
Bartenders \$25.00/hr  
Servers \$25.00/hr**

**Mileage is 30 cents per mile portal to portal.**

**These prices do not include cost of food and rental of equipment needed for event.**

**50% deposit on estimated event hours, food prices and rentals due upon signing event contract. Remaining event fees will be due and payable at completion of event. Host and Hostess may choose where the products used in the event originate from.**

**Food prices and equipment rental will be verified and agreed upon by both parties before the contract is signed.**

**Sales tax is applied for each event and will be billed at location of event. For example, if you live in San Diego or Los Angeles you will be charged that area's sales tax amount.**

**Final number of guests due at least 72 hours before event date.  
Please call the Manhattan Catering LLC office with the information.  
Telephone No. (760)-587-8939.**

**I understand and accept the above Terms of Agreement**

**Signature: \_\_\_\_\_**

**Please do not write below this line. For office use only.**

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**Reserved by: \_\_\_\_\_ Deposit: \_\_\_\_\_**

**Date Received: \_\_\_\_\_**

**Received by: \_\_\_\_\_**