



Manhattan Catering LLC

Four-Star Personal Chef Service

The difference is elegance.

2522 West 41st Street, #124

Sioux Falls, SD 57105

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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

Exclusive service of Chef Cody \$125.00/hr

Chef \$50.00/hr

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. (605) 595-7023.**

I understand and accept the above Terms of Agreement

Signature: _____

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

Reserved by: _____ **Deposit:** _____

Date Received: _____

Received by: _____