

Micro Pop Up Concepts Catering Catering Policies

Guarantees on Number of Guests:

Food, beverage and add-on items charges based on guest count will be based on the Client's final guarantee. Final guest counts are due no later than one week before the date of the event. If no final guest count is received, we will use the number of guests used in the attached proposal. If the guaranteed guest count falls below 90% of the proposal guest count, the price per guest may be increased. We will make every effort to accommodate any last minute increases in the guest count.

Deposit & Cancellation Policy:

A deposit of 40% of the Total Estimated Amount is needed to confirm the booking of this event. Deposit refunds on cancellations are handled as follows:

- Notice over 14 days: Full refund of deposit
- Notice over 7 days but less than 14 days: 50% refund of deposit
- Notice less than 7 days: No refund of deposit

Final Payment:

Clients will be billed for the balance due at the end of the event. The invoice amount is due upon receipt.

Upon review and acceptance of the proposal and our catering policies, please sign below and return this document with your deposit.

Restaurant/Company

Client

Date

Date