



**Bookings**

To ensure a seamless catering service, we require a minimum time of 1-week notice for Cocktail, Drop-off or Sweet orders and 24-hours notice for corporate orders.

**Food spend**

There are minimum food spends for each respective service of catering

- Cocktail \$1200.00
- Shared platters \$600.00
- Drop-off \$400.00
- Corporate \$150.00
- Sweet \$200.00

**Pricing**

All pricing and menu items are subject to change depending on the availability of produce.

**Payment**

We accept cash, credit card (Visa, Mastercard or banks cards) or direct deposit payments. Credit card payments incur a 2% surcharge. Full payments must be received prior to your event/order. Any additional costs will be invoiced to you post-event.

**Final numbers**

Confirmation of final numbers must be secured 7-days prior to your event.

**Menu/dietary requirements**

All quotes are unique and include tailored menu selections. We require a menu confirmation 7-days prior to your event. Dietary requirements must be advised at the time of confirming menu selections. We are only liable for dietary requirements that you have informed us.

**Staffing**

Staffing charges are an additional cost to food spend, which aligns with the award rates and must be used in conjunction with our products. Staffing includes the preparation of the function space before the event, food service and pack down (post-event) which is quoted based on our recommended ratios and timings. (Note: rubbish removal from the venue is the responsibility of the client).

**Cancellation**

In the case of cancellation, your deposit will be refunded if it is 30-days prior to your event, however, if the cancellation notice is received 7-days prior to your event, the deposit will not be refunded.

**Delivery**

A delivery/transport fee does not apply for venues within a time distance of 30 minutes to our Helensburgh or Engadine kitchens. Additional delivery/transport fees outside of our range will be quoted.

**Receiving goods**

All products by Fig & Lime Catering are ensured to meet the calibre of Australian Food & Safety standards. Once products have been received by the customer, the customer subsequently becomes the primary custodian of the product and therefore becomes responsible in their preference of storing or serving the product.

**Insurance**

We are fully insured and therefore take responsibility for our products. However, please note we are not responsible for any damages/loss to hire equipment or your property sustained by your guests.

Company \_\_\_\_\_

Contact name \_\_\_\_\_

Contact number \_\_\_\_\_

Email address \_\_\_\_\_

Venue \_\_\_\_\_

Number of guests \_\_\_\_\_

I agree to the Terms & Conditions:

Signature \_\_\_\_\_ Date \_\_\_\_\_