

What to Ask Your Caterer

UWD

The Ultimate Wedding Day Company LTD
www.ultimateweddingdays.co.uk
info@ultimateweddingdays.co.uk
0871-200242

Company Name:

Contact Name:

Phone:

Email:

Experience

How many weddings and what types of weddings have you catered?

Do you have the necessary health permits?

Yes No

Are you licensed to sell alcohol?

Yes No

Style & Services Offered

What kind of food service options (buffet or sit-down meal, for example) do you offer?

What bar menus are available?

For outdoor weddings: Do you own the necessary equipment (tents, portable kitchen appliances, etc.) or can you arrange for it?

What is the ratio of servers to guests?

Can I taste some different meal options? Yes No

Can I sample wines with the meal tasting? Yes No

Can you accommodate dietary restrictions (religious needs, etc.)? Yes No

Can I provide my own alcohol? Yes No

What to Ask Your Caterer

UWD

The Ultimate Wedding Day Company LTD
www.ultimateweddingdays.co.uk
info@ultimateweddingdays.co.uk
0871-200242

Company Name: _____

Contact Name: _____

Phone: _____

Email: _____

Fees

Total fee estimate:

Deposit: _____

If any of the following are not included in your estimate, what is the cost for each?

Taxes: _____

Gratuities: _____

Corkage fee: _____

Cake cutting: _____

Valet parking: _____

Coat check: _____

Key Dates

Signed Contract Due: _____

Deposit Due: _____

Balance Due: _____

Last day I could cancel and get a full refund: _____

Final Guest Count Due: _____

Other Cancellation/Refund Restrictions:

How is the food fee determined?

Flat fee Per-person charge

How is the alcohol fee determined?

Hourly bar rate Per-drink charge

What is the price difference for house vs. top-shelf alcohol?

Is there a price escalation clause (this is a possibility when the contract is signed a long time in advance)?

Yes No

References (Past Clients)

Name: _____

Phone: _____

Email: _____

Name: _____

Phone: _____

Email: _____