



### Terms & Conditions

*(Acceptance of your proposal and/or payment of a deposit, or the stated intention to hire and pay your deposit is an acknowledgement and acceptance of all terms and conditions listed below by the client and the client's agents. This will serve as your service agreement/contract. Any additional changes made after the acceptance of your proposal must be made in writing and may adjust the price of your event.)*

### Prices, Additional Fees & Charges:

- Prices are good for two weeks from the date listed on the proposal as today's date.
- There is a minimum order of 20 entree's, sides, and/or salads listed on this menu for the prices listed. There is a minimum of 2 dozen appetizers or desserts listed on this menu for the prices listed. Smaller quantities are available for a higher price.
- Sales Tax will be added to your bill where applicable.
- Travel Fee: starting at \$30 for parties more than 30 miles from Long Beach, CA.
- Request for Additional Insured (COI): \$150
- Onsite Labor is an estimate. If staff is there longer than anticipated, additional hours will be billed to the client after the event and due immediately.

### Deposits & Payments:

- A 50% deposit is required to reserve and book your event; unless MR. J's Kitchen has made other arrangements with you.
- Final payments will be due by the day of your event unless other arrangements are made.
- We accept the following forms of payment:
  - cash (sorry no cash discounts are available)
  - cashier-personal-company check (final payment must be received 10 days prior to event for all check payments)
  - Visa, Mastercard, & American Express

### Cancellations:

- Deposits are non-refundable.
- 30-15 days prior to your event, 50% of the total quote/bill will be due to MR. J's Kitchen; unless rescheduled within 45 days of your original date.



- 14 days prior to your event, the full amount of your quote/bill will be due to MR. J's Kitchen; unless rescheduled within 45 days of your original date.
- Once payment has been made, all sales and menu selections are final, unless other arrangements have been made.

#### Set Up, Service & Breakdown:

- We will arrive to your location 1-2 hours prior to agreed upon serve time, unless more time is necessary. We advise permitting access to your venue 1.5-2 hours prior to service for set up & for 60 minutes after event for breakdown. Direct access for carts, equipment & staff to the service area is required.
- Idle Time: if your event is already in progress & set up would disturb the event, & we are required to wait, then a mandatory idle time fee will be enforced & invoiced.
- Space/Stairs: if the venue has no adequate space to set up or there are undisclosed steps, we will try to make the best decisions to continue with the service. We reserve the right to refuse service, & you will be responsible for the total bill due, if we find that the space and/or steps prevent the safe transport of our staff, gear carts & has not been disclosed to us prior to your event.
- We will not be responsible for a delayed service start time if the customer, or his or her representative, fails to provide adequate space, direct access or fails to disclose presence of stairs.
- All permit requirements for outdoor service (e.g. parks, beaches, public areas) are the customers responsibility.
- Containers: it is the customers responsibility to provide left over containers.
- Leftovers: for health & safety reasons we are unable to leave raw meats or seafood as leftovers.
- MR. J's Kitchen is not responsible for the set up of tables, chairs and such unless other arrangements have been made.
- We will do our best to accommodate last minute time changes, but may not always be able to do so.

#### Non MR. J's Kitchen Event Staff:

- MR. J's Kitchen cannot be held responsible for any service staff not provided and contracted by MR. J's Kitchen. This includes appearance, timeliness, execution of event and duties, general professionalism, and any accidents that may occur onsite either before, during or after the event regardless of who provides the onsite staffing. Please check the notes area to see if MR. J's Kitchen will be providing event staffing.



#### Food & Alcohol:

- *To provide our clients with the best possible meals, the chef reserves the right to make substitutions on vegetables or other fresh items based on what looks best within the days before your event and/or availability. We will do our best to notify our clients of these substitutions.*
- *MR. J's Kitchen only provides the amount of food ordered; we do not bring extra food. We are happy to assist you on recommending how much to order according to your service style and guest count.*
- *Menu changes: Drop Off Catering menu revisions must be made two business days in advance. Full Service Catering menu revisions are subject to terms listed in our proposal.*
- *MR. J's Kitchen does not have a license to sell liquor and is not responsible for any alcohol served at your event and is also not responsible for anything occurring due to the consumption of alcohol at your event.*
- *Final guest count and food order is due 7 days before your event. A change in menu may result in different pricing.*

#### Pets:

- *We are pet owners and animal lovers and understand that your pet is a part of your family and often wants to be a part of the party. However, to keep them and our staff safe, we ask that you please restrict their access to the kitchen, staging and other work areas.*