



## *Catering Policies*

### DEPOSIT

A \$500 nonrefundable deposit is due at time of booking to secure the date and time requested.

### PAYMENT SCHEDULE

50% of the balance is due 45 days prior to the event.

Final payment is due (14) seven days prior to the event.

Checks and credit cards are accepted.

### CANCELLATIONS

If client cancels more than 45 days prior to the event, client forfeits the \$500 deposit paid.

If client cancels less than 45 days prior to the event, client forfeits all monies paid.

### MENU SELECTIONS

Menu selections and special dietary restrictions need to be decided at least (14) fourteen business days before event.

### FINAL GUEST COUNT

Final guest count is due (14) fourteen days prior to the event. Please contact us as soon as possible and not less than (14) fourteen days prior to the event if you need to increase the number of guests.

Additional charges may apply beyond the original agreed upon costs.

### SERVICE CHARGE

Pete's Pig charges \$20.00 per service staff, per hour. In addition, Pete's Pig charges a service charge of 18% on food costs, which goes directly to service staff.

### MAINE STATE TAX

Pete's Pig is required to charge 8% on all services. If you are tax exempt, please supply your tax exemption number at time of contract signing.

### RENTALS

Client may provide all rental items for their event. Pete's Pig recommends Are You Ready to Party in Waterville, Maine for party or event rentals. If Pete's Pig is coordinating rentals on behalf of client through a rental company, client is required to pay rental company directly for all rental fees and deposits.

### FOOD REMOVAL

Pete's Pig staff (or client) may pack up all excess food items. Client is responsible for providing appropriate containers. If client doesn't have containers, Pete's Pig will do its best to accommodate client's needs. Otherwise, all food will be disposed of or taken back to our kitchen. Once at our kitchen, Pete's Pig is no longer required to give client excess food.

**81 Main Street, Belgrade Lakes, ME 04918**

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