

# **CATERING TERMS & CONDITIONS**

#### Pricing

The Verandah endeavours to set event pricing for a calendar year. All prices are subject to change without notice.

#### License hours

The Verandah is licensed to sell alcohol between 8am and midnight.

#### Deposit

A 25% deposit is taken based on the minimum catering number of applicable guests.

Note: Deposit payments via credit card (Visa, Mastercard and American Express) incur an additional charge of 2.0%.

### **Account Terms**

Bookings are accepted on a one account basis for meals. Beverage accounts are arranged during the planning process.

## **Payment Terms**

Final accounts should be paid on delivery or pick up. If an account is sent after delivery or pick up, payment is due within 7 days of the event being held, unless prior arrangements have been made.

Late payments may incur late payment and administration fees of 5% of the balance owing.

Note: Account payments via credit card (Visa, Mastercard and American Express) incur an additional charge of 2.0%.

## **Final Numbers and Confirmation of Details**

Final numbers and all details must be confirmed 10 working days before the event. Numbers confirmed at this time will be the minimum number charged for.

# Cancellation

All cancellations are to be received in writing.

For events with 30 or more guests, cancellation must be received more than 7 days before the event or the deposit is forfeited.

For all events, cancellations within 48 hours of the event will be charged for any and all costs incurred by The Verandah up to the point the cancellation is received.

## **Special Offers/Rebates**

Only one special offer/rebate can be used for any one single event.

### **Public holidays**

Any event held on a Public Holiday a 15% surcharge will apply to the total account.

### **Miscellaneous Charges**

The client will be charged for any additional costs relating to misuse, loss or damage to equipment, breakages or additional cleaning relating to the event.