

# WEDDING FOOD & DRINK *guide*

[www.wearshootmedia.com](http://www.wearshootmedia.com)







## IMPORTANT QUESTIONS TO ASK THE *caterer*

<b>BASIC QUESTIONS</b>	✓
Are you available on our wedding date?	
Have you ever held events at my location?	
How long has your company been around?	
Will my event require any permits? If so, will you help me get them?	
What may be covered by our wedding budget?	
What is the deposit amount? The deposit is due when?	
Are there any other charges or expenses?	
How are payments made?	
Do you charge a flat rate or a price per person?	

# QUESTIONS TO ASK *the caterer*

BASIC QUESTIONS	✓
When is the final payment expected?	
How do you handle cancellations?	
Do you have testimonials, recommendations, or references we may check?	

FOOD AND PRESENTATION	✓
Do you have a specialty in a certain cuisine?	
Which of your wedding dishes are the most popular?	
Can you provide pictures of the dishes you've served at weddings?	
Where do you get the ingredients from?	
Do you have a fixed menu that we must follow, or can you make a menu customized for our event?	
Do you have gluten-free, vegan, or vegetarian options?	
Do you bake cakes for weddings?	
Do you provide linen, silverware, tables, chairs, and chairs?	
Do you offer bartending services?	
Do menu sampling come with a fee?	
How many servers are you providing?	
Is delivery, assembling, and disassembling included in the price?	
How much time will it take you to set up on the day?	
When must we provide you the exact number of guests?	

# vendor COMPARISON

CATERER #1	
COMPANY NAME	
CONTACT NAME	
EMAIL	PHONE
WEBSITE	
ESTIMATED PRICE/HEAD	ESTIMATED TOTAL PRICE
DETAILS	
PROS	
CONS	

CATERER #2	
COMPANY NAME	
CONTACT NAME	
EMAIL	PHONE
WEBSITE	
ESTIMATED PRICE/HEAD	ESTIMATED TOTAL PRICE
DETAILS	
PROS	
CONS	

# vendor COMPARISON

CATERER #3	
COMPANY NAME	
CONTACT NAME	
EMAIL	PHONE
WEBSITE	
ESTIMATED PRICE/HEAD	ESTIMATED TOTAL PRICE
DETAILS	
PROS	
CONS	

CATERER #4	
COMPANY NAME	
CONTACT NAME	
EMAIL	PHONE
WEBSITE	
ESTIMATED PRICE/HEAD	ESTIMATED TOTAL PRICE
DETAILS	
PROS	
CONS	

# *menu* PLANNER

<b>STARTERS</b>	
OPTION 1	
OPTION 2	
OPTION 3	

<b>MAINS</b>	
OPTION 1	
OPTION 2	
OPTION 3	

<b>SIDES</b>	
OPTION 1	
OPTION 2	
OPTION 3	

<b>SNACKS</b>	
OPTION 1	
OPTION 2	
OPTION 3	

# *the* BAR

<b>COCKTAILS</b>	
OPTION 1	
OPTION 2	
OPTION 3	

<b>BEER</b>	
OPTION 1	
OPTION 2	
OPTION 3	

<b>WINE</b>	
OPTION 1	
OPTION 2	
OPTION 3	

<b>NON-ALCOHOLIC</b>	
OPTION 1	
OPTION 2	
OPTION 3	

# *menu* TESTING NOTES

CATERER:

PRICE/HEAD (USD):

## STARTERS

1.



2.



3.



NOTES:

## MAINS

1.



2.



3.



NOTES:

## DESSERTS

1.



2.



3.



NOTES:



# booking CONFIRMATION

## CATERER DETAILS

COMPANY NAME

CONTACT NAME

EMAIL

PHONE

WEBSITE

DATE CONTRACT SIGNED

## PAYMENT DETAILS

PRICE/HEAD

ESTIMATED TOTAL

DEPOSIT AMOUNT

DEPOSIT DUE DATE

ESTIMATED FINAL PAYMENT

FINAL PAYMENT DUE DATE

## ORDER DETAILS

MENU DETAILS

ESTIMATED HEADCOUNT

FINAL HEADCOUNT DUE DATE

ARRIVAL TIME

END TIME

IMPORTANT INFORMATION (dietary restriction plan, serving layout, etc.)

# dietary RESTRICTIONS

[illegible]

# Looking for Wedding Photographer & Videographer?



**"Your style is our style. You name it, we shoot it."**

Let's shoot your wedding photos and videos with the vision of preserving your most memorable moments in natural, real, and delicate shots.

**BOOK A CALL**