***Agreement:***

* $100.00 Deposit is required to secure your date.
  + Deposit is non-refundable.
  + This deposit will be deducted from final invoice.
* **Payment is due in full at time of event unless you have made prior arrangements before the crew arrives**.
* Depending upon location LNC reserves the right to charge a mileage fee.
* To bring our trailers a minimum of 75 people in-state and 100 people out-of-state must be booked.
  + In-state meal minimum is $12.95 pp.
  + Out-of-state minimum is $14.95 pp.
* Customer is committed to the numbered signed in the contract.
  + Number can be increased but cannot be decreased.
  + Customer will provide LNC with a count 2 days prior to event.
* Customer to provide ramp or elevator if location of venue is on second floor.
* Customer will provide suitable parking for LNC trailer.
* Leon Nixon’s Staff will dispose of and clean up trash accumulated by crew.
  + They are not responsible to clean any buildings or haul customer’s trash away.
* Leon Nixon’s staff does not serve nor do they make plates.
  + The charge for serving and/or plate assembly is an extra $2 per plate.
* Except for weddings we do not include a gratuity on the bill.
  + Weddings will be charged an 18% gratuity.
    - Tips are greatly appreciated.
      * Make our office staff aware if anyone from Leon Nixon Catering asks for a tip.
* The group booking the party must eat while the catering crew is onsite. If your group does not eat at the assigned/given time LNC reserves the right to add $50.00 per hour that the crew is detained.
  + Crew arrives approximately an hour and a half before serving to prepare the meal.
    - Crew serves for approximately one hour unless longer is agreed upon in advance.
* Any food complaints or issues must be address to the catering crew at the time of the event. Complaints will not be addressed otherwise.
* The signer of the contract or name contract is in is the only person that can discuss particulars about the contract.
* The COUNT provided signing the contract is the Minimum number for which the customer is financially responsible.
  + A revised contract for any changes must be signed as an acceptance of the changes.
    - You will be charged for any meals above what was agreed upon.
      * Example: if your final number is 100 but silverware or other count is 115 you will be charged for 115.
      * Customer is responsible for number of meals agreed upon. If less than minimum is served, any leftover food up to the count of meals agreed upon will be left for the customer.
        + Customer is still responsible for payment for count agreed upon.
* Customers will be responsible for providing 3-8 foot tables to set the buffet up on and a 120-Volt receptacle plug for our trailer.
  + Please notify the office staff if providing electricity is a problem.
    - A generator can be provided at no charge.
    - **LNC crew does not clean up customer’s venue. LNC staff will clean up trash accumulated by them and haul away but is not responsible for clean up or haul away of Customer venue and trash created by customer guests.**

***The parties agrees that this contract is mutually binding and parties shall not be bound by any terms, conditions, oral statements or representation not contained here-in.*** No terms of this contract can be modified by customer unless approved and signed off on by LNC.

**I agree that the above information is correct and will be paid for in full upon completion of the event.**

Customer Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Thank you for choosing Leon Nixon Catering!