

# Catering Event Questionnaire Form

Gerald Wagner-Young, CWP

[Info@OverTheRainbowOrlandoWeddings.com](mailto:Info@OverTheRainbowOrlandoWeddings.com)

(407) 797-4145

## Date Of Event:

Ceremony Site:		Reception Site:	
City:	State:	City:	State:
Email Address:		Email Address:	
Telephone:		Telephone:	
Wedding Colors:		Other Accent Colors:	

## Number of Guests

0-50  50-100  150-200  200-250  250-300  300+

**Time of the Reception**

AM  PM

**Time of Cake cutting**

AM  PM

## Flower Budge

Less than \$1000  \$1,000 - \$2,000  \$2,000 - \$3,000  \$4,000 - \$5,000

\$6,000 - \$7,000  \$8,000 - \$9,000  More than \$10,000

## Timeline

Guest Arrival:

AM  PM

Dinner Setting:  Formal  Semi Formal  Casual

Formal Announcement before serving: Yes  No

Type of Food or Menu Interested in?:

**Cocktail Hour:** Yes  No

AM  PM

Are there any religious or dietary needs? Yes  No

Appetizers: Yes  No

Are there any food allergies Yes  NO

Dessert: Yes  No

Vegetarian options?: Yes  No

After Meal Events (Dance, slide show etc.)

Toasts: Yes  No

AM  PM

Will you serve Champagne?: Yes  No

Would you like late night snacks or sweets?: Yes

No



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## Food Service

Hors devours: Yes  No  Head Table Service: Yes  No   
Buffet – Serve Yourself: Yes  No   Plated  Family Style  
Attendants: Yes  No  Cake Serving/Service Requested: Yes  No   
Seated – Servers Present the Meals: Yes  No  Do you have a cake knife & server: Yes  No   
Who is making your cake? Do we need to provide plates & forks: Yes  No

## Indoor Space

## Outdoor Space

Kitchen available: Yes  No  Covered/Sheltered Area(s): Yes  No   
Working Equipment: Yes  No  Size of seating area: Yes  No   
List of available equipment: Number of serving tables:  
Number of serving tables: Size of serving & Prep area  
Is there a separate staging room: Yes  No  Utilities: Yes  No   
Location: Water: Yes  No   
Electricity: Yes  No   
Uncovered Area(s): Yes  No

## Bar Services



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Will you need a bar Service?: Yes  No

Type of bar:  Beer & Wine  Full Bar

## **Full Bar**

### Liquors

- |                                  |                                 |
|----------------------------------|---------------------------------|
| <input type="checkbox"/> Vodka   | <input type="checkbox"/> Rum    |
| <input type="checkbox"/> Tequila | <input type="checkbox"/> Gin    |
| <input type="checkbox"/> Whiskey | <input type="checkbox"/> Scotch |
| <input type="checkbox"/> Bourbon |                                 |

### Wines

- |  |
|--|
| <input type="checkbox"/> Red             |
| <input type="checkbox"/> White           |
| <input type="checkbox"/> champagne Toast |

### Beers

- |   |
|---|
| <input type="checkbox"/> Domestic Regular |
| <input type="checkbox"/> Domestic Light   |
| <input type="checkbox"/> Imported         |

