

CELEBRATIONS  
ON THE RIVER  
AT SHENANIGANS

**OUTSIDE CATERING AGREEMENT**

**DEPOSIT:**

Caterer is required to place a \$250 refundable deposit with Celebrations to host each event, due 10 days prior to the event. If all requirements below are met, the deposit will be refunded within 30 days.

**REQUIREMENTS:**

1. Caterer to provide adequate staff required for all food service, including setup, bussing and tear down.
2. Caterer must meet or exceed minimum guest-to-staff ratio requirements.
  - a. Plated Meal: 1 server per 20 guests + back of house staff
  - b. Buffet Meal: 1 buffet attendant(s) per 75 guests + back of house staff
3. Caterer must have a strict, industry-standard dress code policy for all staff.
4. Caterer is required to provide interior signage as follows. An additional 10% catering fee will be charged to the Caterer if signage is not provided in full.
  - a. (1) large front entry sign. "Catering and Food Service brought to you by..." with logo
  - b. (2) table tent signs at each table with "Catering and Food Service brought to you by..." with logo
5. Caterer is to provide all equipment needed, unless agreed upon in writing.
6. Caterer will have access to the designated Catering Kitchen. A refrigerator, prep tables, shelving and a portable hand washing sink is provided. Running water is not available in Catering Kitchen.
7. Caterer does NOT have access to Company's kitchen, dishwasher, refrigerators and/or other kitchen equipment. This includes plates, silverware, glasses and utensils unless agreed to in writing with Company.
8. Caterer may gain access to the facility at the specified start time, per client's Order Invoice, unless otherwise agreed to in writing.
9. Caterer's equipment must be removed at the end of the event. No equipment may be left overnight.
10. Caterer responsible for cleaning food service areas at the end of the event, including trash removal.
11. Caterer's staff may NOT consume alcoholic beverages before, during or after the event
12. Caterer's staff may NOT smoke on the premises at any time.
13. Caterer's staff should park their personal vehicles across the street or on the road.
14. Caterer to provide final invoice directly to Company 10 days prior to the event
15. Catering shall provide License Number and Insurance Certificate, 30 days prior to event
16. Caterer shall comply with all applicable statutes, laws, ordinances and regulations governing caterers and the sale of Caterer's products, including Health Department regulations.

Our goal is to return your deposit in full. Please comply with all the requirements so we can.

\_\_\_\_\_  
Celebrations on the River

Date: \_\_\_\_\_

\_\_\_\_\_  
Caterer

Date: \_\_\_\_\_