



4335 Winnetka Avenue, New Hope, MN
Ph: 763-533-6424 Email: info@crowningtouchcatering.com

Crowning Touch Catering provides the following types of service based on the complexity of each event.

"Drop-Off Service"

- Available for events with 50 guests or less
- Menu selections are packaged in disposable trays & pans
- \$20 delivery/set up charge will be added. Extended delivery range charge may apply.
- \$20 pick up charge will apply for non-disposable items (i.e. coffee urns, buffet table linens). Extended pick up range charge may apply.
- Disposable plates, napkins, cutlery are included
- Disposable cups are included if beverages are ordered

"Silver Service"

- Available for most events
- Includes Silver Chafing Dishes, Silver Trays, Serving Utensils & Glass Bowls
- Complimentary Buffet Linen
- 18% Service Charge or \$20 Delivery & \$20 Pick Up Charge (whichever is greater) will be added.
- Disposable plates, napkins, cutlery are included
- Disposable cups are included if beverages are ordered
- Client is responsible for any damage or loss of equipment

Special Request Menus

Crowning Touch Catering is happy to create custom menus to meet our clients' needs. Specific dietary requirements, your dream menu, we are here to work with you on any special requests. Please complete the "Request for Quote" form on [our website](#). After we receive your request we will contact you to begin planning the event that exceeds your expectations!

Rentals and Event Planning

China, flatware, glassware, linens, tables & chairs and more are available for an additional charge. Contact one of our event coordinators to discuss the options we offer. Delivery charges may apply & are subject to venue accessibility and policies. Rental charges and rental delivery charges are subject to applicable sales tax and 18% service charge.

Event planning is complimentary for up to eight (8) hours of time. Additional time is billed at \$50 per hour.

Taste Tests

We understand the importance of taste testing for your event. With the high number of requests we receive the following guidelines apply. Taste tests are offered for events of 75 guests or more and must be prearranged with your event coordinator. There is a \$25 per person charge for the tasting. If the event is booked with Crowning Touch Catering the charge will be applied toward the balance due. We suggest that the tasting is held at the event venue so that a site visit can be completed at the same time.

Labor Charges and Fees

Service Attendants are available at \$20 per hour per server with a three (3) hour minimum. Head Chef services are \$50 per hour per chef & Kitchen Attendants are \$22 per hour per attendant with a three hour minimum. Our servers' fees include set up, event service & clean up. Time is charged on a port-to-port basis. We will provide an estimate of the labor charges prior to the event. Final labor charges will be based on actual hours. Your event coordinator will be able to determine the number of attendants/chefs needed based on your specific event.

Applicable sales tax and an 18% service charge is added to all "Silver Service" events. The service charge is not a gratuity it is used to offset administrative, wear/breakage & replacement costs. Gratuities are always appreciated, but not required.

Billing and Payment

To reserve Crowning Touch Catering services, social events will require a 50% non-refundable deposit, based on an estimate for your event,. Final count and menu selection will be required five (**5**) business days prior to the event & is not subject to reduction. We will do everything possible to accommodate additional guests up to one day prior to the event. Client may supply their own alcohol & cake from a licensed bakery. Final payment is due 3 business days prior to the event.

All costs related to the location, rental, catering fees & additional licensing are to be paid by the client.

For your convenience Crowning Touch accepts checks, Visa, Master Card, Discover, & American Express. Corporate accounts may be eligible for direct billing. Please contact your Catering Coordinator for more details.

Liability

For the health & safety of our guests temperature-sensitive foods will not be left on the buffet longer than **two** hours. Due to health regulations, any leftover temperature-sensitive foods will remain the property of the caterer at the end of the event. At the client's request, Crowning Touch Catering will provide complimentary take away packaging for non temperature-sensitive foods that remain on the buffet.

Adhering to the confirmed service time is essential for the quality of the products we serve. Crowning Touch Catering assumes no responsibility for the quality of the meal if the confirmed service time varies by more than thirty (30) minutes.

All menu prices are subject to change with market fluctuations.

In the event of inclement weather, no refund will be given as weather is beyond our control. Crowning Touch Catering shall not be liable for non-performance of the catering contract when such non-performance is attributed to labor disputes, accidents, government (Federal, State or Municipal) regulations of or restrictions upon travel or transportation, non-availability of food, beverage or supplies, riots, national/state/local emergencies, acts of God and other causes whether enumerated herein or not which are beyond the reasonable control of Crowning Touch Catering.