



## **Food Truck/Catering Event Agreement**

### **Pilora's Café Catering and/or Food Truck**

#### **Event Agreement**

##### **Event Information:**

Event Date: \_\_\_\_\_  
Event Time: \_\_\_\_\_  
Event Location \_\_\_\_\_

##### **Client Contact Information:**

Client Name \_\_\_\_\_  
Phone Number: \_\_\_\_\_  
Email Address: \_\_\_\_\_

#### **Food Truck Services**

Pilora's Café agrees to provide food truck services for the event described above. The following terms and conditions apply:

##### **Menu and Pricing**

See Menus Above.

- Minimum Charge: \$500
- Custom Menu: Prices Vary

##### **Payment Terms**

- Deposit: A non-refundable deposit of 25% of the total estimated cost is required to secure the booking.
- Final Payment: The remaining balance is due on the day of the event, prior to the start of service.
- Payment Methods: We accept cash, credit cards, and corporate checks.

##### **Cancellation Policy**

- Client Cancellation: Cancellations must be made in writing at least 14 days prior to the event. The deposit is non-refundable.
- Company Cancellation: If Pilora's Café needs to cancel the event due to unforeseen circumstances, the deposit will be refunded in full.

##### **Minimums and Guarantees**

- Minimum Charge: The client agrees to meet the minimum charge of \$500 for the event.
- Guest Count: The client must provide a final guest count at least 7 days before the event. Any changes made after this date may result in additional charges.

**Service and Setup**

- Arrival: Pilora's food truck/catering team will arrive at the event location at least .5 hour prior to the start time for setup.

- Serving Time: Service will be provided for [\_\_\_\_\_] hours, start time of [\_\_\_\_\_] on the date of [\_\_\_\_\_]. Additional hours may be arranged at an additional cost.

- Equipment: Pilora's Café will provide all necessary equipment for food preparation and service.

- Staffed Event [ Y , N ]

**Liability and Insurance**

- Insurance: Pilora's Café carries general liability insurance.

- Liability: Pilora's Café is not responsible for any injuries or damages that occur during the event, unless caused by the negligence of our staff.

**Client Responsibilities**

- Permits: The client is responsible for obtaining any necessary permits for the event location.

- Access: The client must ensure that the food truck has access to the event location, including parking and setup space.

- Utilities: The client must provide access to electricity and water, if required.

**Agreement Signature**

By signing below, both parties agree to the terms and conditions outlined in this agreement.

Client Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Pilora's Café Representative Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Contact Us**

If you have any questions or need further assistance, please contact us at:

Phone:(920) 233-5565

Email: Pilorasfoodtruck@gmail.com

Let us know if you need any modifications or additional details!