



CLEAN SLATE

catering

Terms & Conditions

1. Quotations

All prices are valid for 1 month. Prices are based on specific number and the final costs will vary according to the number of guests, event timings and menu choices.

2. Confirmation

All bookings should be confirmed with a 15% non-refundable deposit or 70% deposit if the event is less than one month away. All client to sign our Terms & Conditions. Email confirmation will also be taken as acceptance of our Terms & Conditions. If we do not hear otherwise and notified, then the terms and conditions will be adhered to.

3. Final Numbers

Confirmation of final guests and dietary requirements is required 10 working days prior to the event unless otherwise agreed with Clean Slate Catering in writing. Should numbers decrease within this time we reserve the right to charge the original price per head.

4. Deposit

Clean Slate Catering requires an initial 15% deposit to confirm the event if the event is more than one month away. One month before an additional 45% deposit in order to confirm the event. All deposits are non-refundable. The remaining 40% will be invoiced after the event subject to our quotation terms.

5. Cancellation

Cancellation charges are payable, for cancellation of any event or part event which has been confirmed by the client and or where food, material and labour cost have already been incurred.

The following charges will apply:

Within 21 days of event - 25%

Within 14 days of event - 50%

Within 7 days of event - 100%

Any liability to sub contractors and suppliers or other direct costs or expenses incurred on behalf of the client will also be charged to the client.

6. Third Party Arrangements

When a function is arranged on behalf of the client by a third party, written acceptance from the client of the quotation (including agreement to pay the deposit and final invoice) must be provided to Clean Slate Catering before confirmation will be accepted.

7. Instructions

The client shall be responsible to Clean Slate Catering for ensuring the accuracy of the terms of any order submitted by the client, and for giving Clean Slate Catering any necessary information

relating to the booking within sufficient time to enable Clean Slate Catering to perform the quotation in accordance with its terms.

8. Delivery

Any time or date stated by Clean Slate Catering for delivery or removal of goods required in the provision of the services is an estimate only and shall not be an essential term of the contract. Delivery & collection will be attempted to all reasonable areas at a venue or facility. However should the access be restricted or additional time, personnel or facilities be required, any additional costs will be passed onto the client.

9. Food & Drink

Clean Slate Catering cannot be held responsible for any food or drink provided directly by the Client.

10. Property

Clean Slate Catering shall not be held liable for any loss, theft or damage to any of the Client's or the Client's guests' property during the booking.

11. Payments

The final invoice will be sent within 7 days after the event and is payable within 10 days of the invoice date. Payment may be made by cheque or BACS. Clean Slate Catering reserve the right to charge a 10% administrative fee per month for late payments.

12. Loss or Damage

The Client is responsible for any loss or damage to hired equipment, except for damages made by Clean Slate Catering staff, from the time of delivery until collected by Clean Slate Catering, a sub contractor or returned by the client. We will try to mitigate any losses as far as possible but any losses or breakages will be charged for at full replacement cost.

13. Cloakroom Facilities

Cloakroom facilities can be provided at the clients request however Clean Slate Catering does not accept responsibility for guests possessions. These are left at the owner's own risk.

14. Drinks

Drinks are occasionally available on a sale or return basis, with the exception of cocktails, specialised items and soft drinks. Clean Slate Catering will specify what is available on sale or return basis in the quotation.

15. Wines

Wines are subject to availability, and vintages and prices may be altered.

16. Late Finishes

The client will be charged £25 per staff member if an event finishes after 11.15pm. This is for the safety of our staff, many whom are young and female. We reserve the right to charge for taxis at earlier finishing times, for locations where public transport is unavailable, unreliable or unsafe.

17. Parking, Congestion Charge & Associated Charges

All extra parking and vehicle related charges incurred during site visits and on the day of all jobs will be added to the client's final invoice.

18. Force Majeure

No liability is accepted for failure of performance due to circumstances out of Clean Slate Catering's control. Clean Slate Catering reserves the right to pass on any additional costs incurred from Clean Slate's Catering suppliers or in-house expenses due to unforeseen demand, restrictions or requirements to fulfil the contract.

19. Claims

A claim that the services are not in accordance with the contract will not be accepted by Clean Slate Catering unless written notice is given to Clean Slate Catering within five days of the last date of the provision of the services, stating the ground of the claim and enclosing any supporting evidence. Clean Slate Catering's liability (if any) to the clients in respect of any defect in the provision of the service or for any breach of the contract by Clean Slate Catering or agents shall be limited to the price payable to Clean Slate Catering previously agreed in the quotation.

20. Allergies

Clean Slate Catering cannot guarantee that any produce on our menu has not come into contact with nuts, nut derivatives or other ingredients to which guests may have a serious allergic reaction. We would therefore advise guests with a severe allergy to nuts or other ingredients to talk to us directly to arrange an alternative to the chosen meal.

21. Client Responsibility - The client is responsible for providing the following:

Heating, power and water, unless agreed prior to the event, and a charge will be incurred

Waste disposal, unless agreed prior to an event, and disposal charges will be incurred

A clean and safe environment for Clean Slate Catering staff and guests.

