



2335 W. Wisconsin Ave unit 5  
Milwaukee, Wisconsin 53233  
<http://funkyfresh.kitchen/>  
(414) 732-1531  
trueman@funkyfresh.kitchen

### Catering Agreement

1. **Customer Name:** \_\_\_\_\_
2. **Customer Contact Information:**
  - a. Phone Number: \_\_\_\_\_
  - b. Email Address: \_\_\_\_\_
  - c. Address: \_\_\_\_\_  
\_\_\_\_\_
3. **Event Date:** \_\_\_\_\_
4. **Event Type:** \_\_\_\_\_
5. **Event Setup Time.** (We recommend minimum 30 mins prior \_\_\_\_\_)
6. **Event Start Time** \_\_\_\_\_ . **Event ends** \_\_\_\_\_
7. **Event Location:** \_\_\_\_\_  
\_\_\_\_\_
8. **Guest Count:** \_\_\_\_\_
9. **Service Type** (Choose One):
  - a. Buffet
  - b. Served
  - c. Drop Off
  - d. Lunchbox (Premade in a Lunch Box)
10. **Customer Payment Information:**
  - a. Grand Total: \_\_\_\_\_
  - b. Deposit Total (due on signing): \_\_\_\_\_
  - c. Final Payment Total: \_\_\_\_\_
  - d. Final Payment Due Date: \_\_\_\_\_
  - e. Accepted Payment Forms: Cash, Certified Check, VISA, MasterCard, Discover, Square (plus 3.5% Processing Fee), or Paypal (plus Paypal Fee)
11. **Additional Items:**  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**By signing below, Customer and Funky Fresh Spring Rolls LLC agree to be bound by this Catering Agreement, which includes the Customer’s Order and Caterer’s Terms & Conditions.**

**Customer**

By: \_\_\_\_\_  
Name:  
Title:  
Date: \_\_\_\_\_

**Funky Fresh Spring Rolls LLC**

By: \_\_\_\_\_  
Name: Trueman McGee  
Title: Head Chef and Owner  
Date: \_\_\_\_\_

**Customer's Order**

<b>Customer Name:</b>					
<b>Spring Rolls</b> <b>**1 Person Eats 3 Rolls</b>	<b>QTY</b> <b>(Dozen)</b>	<b>Price Per Dozen</b>	<b>Rolls</b> <b>Ordered</b>	<b>Total</b>	
Buffalo Chicken + Kale*		5 Dozen or Less: \$28 per dozen.	_____	\$ _____	
Chicken Broccoli + Mushroom*					
Chicken Club					
BBQ Chicken Fuji Apple					
Sweet Potato Black Bean		5 Dozen or More: \$26 per dozen	_____	\$ _____	
Chicken Curry Quinoa*					
Chicken Honey Sriracha*					
Breakfast Rolls**					
Shittake Bacon +Sweet Potato/Avocado					
Turkey Supreme Pizza					
<b>-We take special request also-      *= Available in Vegetarian **= Check website ingredients.</b>					
<b>Sides</b>	<b>QTY</b>	<b>Size</b> <b>L            XL</b>		<b>Price</b>	<b>Total</b>
Quinoa Veggie Stir Fry				Large \$30, XL \$50	\$ _____
Mean Green Salad				Large \$30, XL \$50	
Mean Green Strawberry				Large \$30, XL \$50	
Southwestern Salad				Large \$40, XL \$60	
Strawberry Avocado Cashew Salad				Large \$40, XL \$60	
Add Protein				Large \$10, XL \$20	
<b>*****Check Website for more Sides!*****</b>					
<b>Services with Added Fee</b>	<b>Select One</b>				
Buffet /Served (Requires Chaffing Pans)					
Drop Off (Comes in aluminum pans)					
<b>Additional Services</b>	<b>Select Applicable</b>	<b>Price</b>	<b>Units</b>	<b>Total</b>	
Event Set Up	Yes / No	\$25		\$ _____	
Chaffing Pans	Yes / No	\$12 per flavor			
Provide Linens	Yes / No	\$5 per table			
Spring Rolls Cut in Half	Yes / No	\$5 per dozen			
Plates Napkins Forks	Yes / No	\$.50 per guest			
Premium Dinnerware	Yes / No	\$2 per guest			
Delivery	Yes / No	\$2 per mile			
<b>Note:</b> Buffet/Served requires Event Set Up. Delivery Fee is charged from 531 E. Keefe to your location. We offer Fruit Infused Waters \$30 each 2 gallon container.					
<b>Order Total: \$ _____</b>					

## **Caterer's Terms and Conditions**

The following Terms and Conditions are part of the Catering Agreement between Funky Fresh Spring Rolls LLC (Caterer) and the Customer:

1. **Payment.**
  - a. Deposit. The Customer will pay 50% of Order Total when the Catering Agreement is signed to reserve the Caterer's services for the Event.
  - b. Final Payment. The Customer will pay the remaining balance of Order Total 14 days before Event Date, unless the Caterer gives written consent to change date Final Payment Due Date.
2. **Cancellation.** If the Customer cancels the Event 30 days before Event Date, then Caterer will give a full refund of the Deposit. If the Customer cancels the Event less than 30 days before the Event, but more than 7 days before the Event, then Caterer will retain the Deposit. If Customer cancels less than 7 days before the Event, then Caterer will retain the Deposit and the Customer will pay the Final Payment.
3. **Modifications.** Customer Payment will conform to the following criteria.
  - a. Order Modification. The Customer may specify or modify the types and quantities of items listed in Customer's Order until 14 days before the Event Date without incurring a modification fee. If Customer makes an order modification within 14 days of the Event Date, then Caterer will charge an additional \_\_\_\_\_% to Order Total due on Final Payment.
  - b. Event Date Modification. Customer may not modify the Event Date unless Caterer gives prior written consent.
4. **Equipment Liability.** The Caterer may hold the Customer liable for any loss or damage to rental equipment used for the Event.
5. **Suitable Facility.** The Customer will provide a suitable facility for the Caterer to perform duties required for the number of guest expected. Customer will arrange for, or personally provide, access to the facility to accommodate reasonable set-up and preparation prior to the Event. Customer will assume responsibility for all liability arising from rental and use of the facility, which is not a direct result of the Caterer's activities.
6. **Health Compliance.** The Caterer will comply with all applicable local health department rules and regulations relating to food preparation and food service.
7. **Assignment.** The Customer may not assign the Catering Agreement to another party without the Caterer's prior written consent.
8. **Governing Law.** The laws of Wisconsin govern all matters arising out of or relating to the Catering Agreement, including torts.
9. **Forum Selection.** All claims or disputes arising or relating to the Catering Agreement will take place in a state or federal court in Milwaukee County, Wisconsin. The parties consent to the exclusive jurisdiction of those courts, and each party waives any objections it may now or later have with respect to venue or convenience of the forum.

