

# VEGETARIAN KITCHEN

## TERMS & CONDITIONS

### GST

All prices are exclusive of GST and delivery.

### Quotations and Menu's

Menu's will be confirmed 28 days prior to your event. The Vegetarian Kitchen will do its utmost best to cater using ingredients mentioned on its menu's. There may be slight variations in the menu due to a lack of availability of produce and/or seasonal produce unavailability caused by weather conditions and price fluctuations.

### Confirmation of Guest Numbers

An approximation number of guests attending the event is required at the time the event is confirmed and deposit payment made. Confirmation of final guests' numbers and special dietary requirements are required 5 working days prior to your event. This guest number confirmation will be the minimum number of guests for catering purposes and the minimum number of guests for finalising payment. Any last-minute changes in guest numbers need to be advised in writing and the number of guests can be increased up to 2 days before the event date. There will be no decrease in guests' numbers within 5 working days of the event date.

### Deposit Payment and Payments

A non-refundable deposit of \$250.00 is payable at time of confirmation of your event. Full payment is required 5 working days prior to the event date.

If payment has not been received by the required date, then Vegetarian Kitchen reserves the right to cancel delivery and deposit payment will not be refunded.

### Cancellations

Cancellations or changes must be given in writing via email. Cancellations made within 5 working days or more prior to the event will result in the loss of the \$250.00 deposit.

For cancellations within 5 working days, the customer will be charged in full as per the original quotation.

### Delivery

Vegetarian Kitchen will deliver to the Kapiti and Horowhenua regions. Every effort will be made to deliver on time. However, due to unforeseen circumstances on the roads such as traffic and other uncontrollable instances, delivery may be late and Vegetarian Kitchen will not be responsible for situations out of its control.

Delivery charges are as follows and include two trips – first trip to deliver food and second trip to collect and pickup equipment owned by Vegetarian Kitchen. The customer and Vegetarian Kitchen will agree the best time that the second trip is made. Additional delivery charges will apply for additional trips.

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Customers are welcome to pick up food from our kitchen and return all equipment free of charge.

Delivery charges: Te Horo and Otaki areas \$10, Manakau \$15, Waikanae \$20, Ohau \$20, Levin \$30, Paraparaumu \$30, Paekakariki \$35

## **Equipment**

Equipment provided (including serving bowls, utensils etc) as part of a catering order remains the property of Vegetarian Kitchen. The customer is liable to pay additional costs for replacement, breakages, damage or loss of this equipment on the customers premises. All equipment is to be rinsed and placed in the crates provided. Vegetarian Kitchen will agree a time with the customer that this equipment is collected.

## **Food Allergies**

The Vegetarian Kitchen will do their best to avoid cross contamination ingredients or equipment in our kitchen facility. Though some foods may come in contact with nuts, dairy, gluten, soy and eggs. The customer agrees to notify its guests of the potential risk and will not hold Vegetarian Kitchen responsible for any cross contamination for eating our product.

## **Photographs**

Any photographs taken of catered food must be acknowledged and cannot be used for marketing or promotional purposes without the Vegetarian Kitchens permission.

## **Set-up and**

An additional charge of \$30.00 per hour per staff member applies for staff to set-up tables with linen, cutlery etc. Minimum charge \$30.00.

## **Food Service**

An additional charge of \$30.00 per hour per staff member applies for staff to service food and plate dessert. Minimum charge \$30.00.

## **Clean-up**

The customer is responsible for rinsing and placing equipment belonging to Vegetarian Kitchen in crates provided. A kitchen hand is available at \$30.00 per hour (minimum charge \$30.00).

## **Children prices**

Prices for children will be determined by child's age.