

Romer's

Catering & Entertainment Facilities

321 S. Eastern Ave. (SR 118) * St. Henry, OH 45883

419.678.8482 * Fax: 419.678.8828

WWW.ROMERSCATERING.COM

OFF-PREMISE CATERING INFORMATION SHEET

Off-Premise Menus

- China can be added to the Menu for \$3.00 / person

Services provided by Romer's Catering include:

- Professional and courteous staff dedicated to providing quality service and delicious meal for everyone to enjoy
- All plates, utensils and napkins for meal (based on menu selection)
- All chafers and utensils needed for the buffet lines
- Busing of tables following the meal

Extra Services

- Serving the Head Table - \$50.00 (max of 36 people - \$2.00 for each additional person)
- Cutting Cake - \$40.00
- White Linen Tablecloths - \$5.00/each
- Linen Napkin - \$0.50/each
- Beverages are not included in the meal cost, but can be added at an additional charge

Pricing

- 20 count minimum (or distance greater than 40 miles from St. Henry, minimum of \$750)
- Delivery charge applies
- 18% service fee on food and beverage (excluding drop offs)
- Additional venue fees may apply according to venue
- Client will be charged the replacement cost for any damaged linens or those not returned

Client is responsible for:

- Providing tables for the buffet lines
- Setting silverware if china service is requested unless other arrangements are made
- Providing trash bags and having arrangements for removal of trash after the meal
- Providing a final guest count to Romer's Catering 2 week prior to event
- Providing containers for leftovers (Romer's Catering will package)

Payments

- Down payment - \$200.00 and a credit card, along with a signed contract to secure the date
- Prepayment - 1 week before event (all items and service fee must be paid in full prior to event. If payment is not received the credit card will be charged.)

*2% processing fee will be charged if credit card is used

(Revised 4/15/13)