

# *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-SITE CATERING INFORMATION SHEET

### Off-Site Menus

- China service can be added to the Menu for \$5.00 / person.
- Includes: china dinner plate, salad plate, and flatware.

### 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

### Extra Services

- Cutting Cake - \$100.00
- Beverages are not included in the meal cost, but can be added at an additional charge
- Linen Table cloth—\$7.00/each
- Linen Napkin—\$0.50/each
  - Client will be charged the replacement cost for any damaged linens or those not returned

### Pricing

- 20 count minimum (or distance greater than 40 miles from St. Henry, minimum of \$500)
- Transport fee applies
- 18% - 22% service fee on food and beverage (excluding drop offs)
- Additional venue fees may apply according to venue.

### Client is responsible for:

- Providing tables for the buffet lines
- Setting silverware if china service is requested unless other arrangements are made
- Picking up linens if requested and placing them on the tables
- 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.)

\*3% processing fee will be charged if credit card is used

(Revised 9/25/2024)