

Joey's Cafe Catering Contract

Booking Policy

To confirm the catering a signed contract and a 25% down payment are required. If the event is canceled more than seven days prior to the event, there will not be a charge. One to seven days prior to the event, 25% of the amount invoiced will be charged to the credit card on file. If you and your guests do not show up the night of the event, the entire amount quoted will be charged including all service charges and 8.375% tax.

Confirmation Sheet

The signature below confirms the reservation and the minimum quoted for the event. Please complete the following information and email or fax (405-748-5847) to event coordinator.

Event Host: _____ Phone Number: _____

Date of Event: _____ Number in Party: _____

Arrival Time: _____ End Time: _____

Location of the Event: _____

Occasion: _____

Type of Bar (circle one): *Premium Bar* *Wine and Beer* *Bartender Required*

Type of Event (circle one): *Buffet* *Passed Appetizers* *Seated and Served*

Circle one: *Complimentary Plastic Ware* *Rented China, Glass and Silverware*

Special Requests or Dietary Restrictions:

Type of Credit Card: _____

Credit Card Number: _____ Expiration: _____

Name on Card: _____

Signature: _____ Date: _____

Our catering coordinators will be happy to help you custom build a menu for your event.
Please call or email for assistance with your event planning.

Contact Information:
Joey's Cafe Catering
Chef Salah Omaira
(405)361-0260

Thank You For Choosing Joey's Cafe Catering