

Knox Catering Order Form

Name: _____

Phone: _____ Address: _____

Type of Function: _____ Date: _____

Address of Function: _____ Time: _____

Number of People: _____ Type of Dinner: Buffet: ____ Home Style: ____ Plate: ____

Special Dietary Needs: (Vegetarian, Allergies, Diabetic) _____

Special Request: _____

Contact Knox Office to book facilities and/or dishes: _____

Prices: Home Style	\$18.00 /Plate
Buffet Style	\$21.00/Plate
Plate Style	\$18.00/Plate
Luncheon	\$13.00/Plate
Coffee and Dessert Social	\$5.00/Person
Punch	\$0.50/Person
Dish Rental for non-Knox Locations	\$5.00/Person
Serving (for non-dinner occasions, eg. stand-up receptions)	\$15.00/person/hr
	Min 2 people @ 3hrs each.
Party Platters	see party platter menu

Terms and Conditions

Deposit of 20% upon booking. (Non refundable within two weeks of event)

The 80% balance is due on day of event.

If you desire to have Knox catering set place settings, a \$1 per place setting applies.

Children under 5 years are free if more than 100 guests.

Final guest count is to be given 14 days prior to event. Guests charged will be the number given 14 days prior or the actual guest that attend the event, which ever is the greater.

We reserve the right to inspect the hall prior to booking confirmation, and if not acceptable a surcharge will be levied of booking to be denied. All rentals are subject to a 10% non-refundable damage waiver to cover damage or breakage. Checks can be made payable to Knox Caterers and should include applicable taxes.

Customer Signature

Catering Signature