



Sassafras Savouries

Café & Catering Company

693 Brunswick Street, Prince George, BC, V2L2C2

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Policy Sheet

Menu Prices...

Menu prices are based on the estimated number of guests. If numbers are reduced, the overall cost per guest will increase.

Beverages...

We provide wine, beer, spirits, for a minimum handling fee of \$50.00, or 30%, whichever is greater, on the total order placed, and a 10% restocking fee on any bottles that are returned unopened and undamaged will be charged.

Service Charge...

A 15% service charge is charged on all products and services provided by Sassafras Savouries. We also charge a cleaning charge, depending on the number of chafing dishes which are not rinsed.

Service Staff...

Sassafras Savouries will schedule staff according to the style of service required. Charges for service staff are based on a minimum of 4 hours, including travel time for staff who leave and return to Sassafras

Equipment...

Sassafras Savouries serves hot food in chafing dishes, desserts on stainless platters, and salads in glass bowls.

Rentals... We are happy to arrange for rentals once your menu has been determined.

Contracts... Upon confirmation of an event, a contract will be sent to the client for signature. A non refundable deposit is required to confirm and reserve the date if booked prior to 30 days before the event. A 50% deposit is required 30 days prior to the event. The balance is due upon receipt of the invoice.

Delivery Times... We do our utmost to deliver foods prior to your requested time, however, due to the logistics of loading and transporting large quantities of food, and unforeseen circumstances, delays can occur.

Guarantee... A guarantee of a minimum number of guests is required 5 business days prior to your event. All charges will be based on the guarantee, or on the increased actual number of guests served.

Cancellations... Cancellations made within 5 business days of the event will be charged 100%. A refund of 25% of the deposit will be made for cancellations made within 30 days of the event.