



Special Event Catering/Beverage

Private Dinner ... Wedding ... Your Special Celebration Opening Function ... or Product Launch - Sapphire Blue Restaurant Cafe experts in quality catering for almost any type of function. Contact us on +66 (0) 7741 3837 or email info@threegemsthailand.com to discuss your catering needs.

Service Guidelines

1. Quoted Price

Quoted price comprises

1 – Food Price quoted per guest

2 – Beverage list & prices if required OR bar service/corkage charge per guest

In addition, unless agreed otherwise, quoted price includes:

Kitchen Staff - Waiting Staff - Bar Staff - Crockery - Cutlery - Glassware - Ice and ice storage

Prices are quoted in Thai Baht and are NET (including VAT (Value Added Taxes) & other charges.)

2. Exclusions

Quoted price does not include:

Table and Chair Hire

Table Cloth & Napkin Hire

Special Equipment Hire – if required for special menu items

3. Confirmation of Guest Numbers

Guest numbers will need to be confirmed for billing purposes 10 days prior to the scheduled event.

4. Confirmation of Menu

Menu to be finalised no less than 10 days prior to event

5. Terms of Payment

10% initial deposit – no less than 10 days prior to event – Non-refundable

40% progress payment – less than 5 days prior to the event – Non-refundable

50% balance of payment on day of event after catering completed

6. Cancellation of Event

Deposits and progress payments are non-refundable in the case of cancellation. In the case of a cancellation 48 hours or less before the event or on the day of the event the client will be required to pay the balance of the quoted price.

7. Other Services

Entertainment, decorations, flowers, venue booking and other such matters are not usually part of the catering agreement - unless agreed to in special cases.

September 2006