

CATERING ESTIMATE

[Catering Company Name]

[Street Address]

[City, State, Zip]

Estimate #: [0000]

Date: [MM/DD/YYYY]

Event Date: [MM/DD/YYYY]

CLIENT / VENUE

[Client Name]

[Venue Name / Outdoor Location]

[Phone / Email]

EVENT DETAILS

Guest Count: [000]

Service Style: [Buffet / Plated / Family Style]

Rain Plan: [Tent / Indoor Backup]

Description	Qty / Guests	Unit Price	Total
Hors d'oeuvres Service (Outdoor Reception)			\$ 0.00
Main Course Catering Menu			\$ 0.00
Beverage & Bar Service (Ice/Glassware included)			\$ 0.00
Waitstaff & On-site Chef Labor			\$ 0.00
Equipment Rental (Linens, China, Silverware)			\$ 0.00

Description	Qty / Guests	Unit Price	Total
Outdoor Kitchen / Transport Fee			\$ 0.00

Subtotal: \$ 0.00
Service Fee (%): \$ 0.00
Sales Tax: \$ 0.00
Total Estimate: \$ 0.00

Notes & Policies:

1. This is an estimate based on current guest counts. Final headcount due 14 days prior to event.
2. Outdoor events require accessible water and power sources unless otherwise noted.
3. Deposit of [00%] required to secure the date.