



ARTISAN CATERING EVENT ORDER

Event: Barn at Bull Meadow *Sample Quote*

Date: Sunday, March 1, 2026

Host/Contact: Taylor Hume

Guests Count: 100

Host Phone: 6033015121 ext. 703

Host Email: Taylor@bullmeadow.com

Event Planner: Kayla Izzi

Phone/Email: /

kizzi@theartisaneventsandcatering.com

Address: 63 Bog Rd, Concord, NH 03303

Date	Setup Start	Time	Teardown End	Event Type	Guests	Gtd
3/1/2026		1:00 am – 2:00 am			100	

ALLERGIES | NOTES

MENU

Qty		Price	Total
100	<u>PLATED CLASSIC PACKAGE</u> TWO PASSED HORS D'OEUVRES ONE STATIONARY DISPLAY <u>COURSED DINNER</u> ONE SALAD FRESH ARTISAN BAKED BREAD ONE ENTREE SELECTION VEGETARIAN SELECTION ONE STARCH ONE VEGETABLE SIGNATURE WEDDING CAKE CUTTING & SERVICE COFFEE & TEA STATION THIS QUOTE INCLUDES SERVICE STAFFING & CHEF TEAM	\$110.00	\$11,000.00
		Total	\$11,000.00

BEVERAGE

Qty		Price	Total
100	<u>REPLENISHABLE COFFEE STATION</u> Regular Coffee Decaf Coffee Hot Water & Assorted Teas Sugar Alternative Sweeteners Whole Milk Half & Half Oat Milk Disposable Coffee Cups with Lids Sleeves Stir Sticks		
		Total	\$0.00

Supplies | Equipment | Rentals | Vendors

Qty		Price	Total
	<u>AVAILABLE RENTALS:</u> CHINA RENTAL AVAILABLE THROUGH ARTISAN DISPOSABLES INCLUDED IN ORDER <u>INCLUDED IN ORDER:</u> ALL KITCHEN SERVICEWARE NEEDS + DISPLAY ITEMS AND FLORALS FOR COCKTAIL HOUR FOOD ALLERGEN INFORMATION WATERGLASSES FOR TABLES COFFEE CUPS & NEEDS FOR HOT STATION		

Staffing | Set Up | Timeline

TIMELINE: CUSTOM

Total

Food		\$11,000.00
Subtotal		\$11,000.00
State Sales Tax	7.0%	\$770.00
Service Charge	20.0%	\$2,200.00
Admin Fee	5.0%	\$550.00
Grand Total		\$14,520.00
Estimated Amount Due		\$14,520.00

TERMS & CONDITIONS

The GUEST(s), Taylor Hume, hereby engages Artisan Catering to provide private event services as described below for the engagement hereinafter provided, according to the following terms and conditions:

CONTACT INFORMATION: Taylor Hume

DATE: Sunday, March 1, 2026

TIME: 1:00 AM - 2:00 AM

ESTIMATED # OF GUESTS: 100 (finalized 10 days before event)

FOOD & BEVERAGE MINIMUM: *(all food and beverage purchases must equal this minimum, any amount unmet will be added to the final bill.)*

A contract that is not signed within 1 day of its sent date is VOIDED. A credit card is to be kept on file following authorization form completion. To be a confirmed contracted event a non-refundable 25% deposit is required for all Artisan offsite events.

TAX/FEES/GRATUITIES: Additional fees will include a service charge & admin fee totaling 25% to be split between the onsite team and to cover booking costs for Artisan. Applicable state sales tax will be added to your total bill. Guests are welcome to leave additional gratuity in any denomination for exemplary service. At your request, an Events Manager can add any additional gratuities and it will go directly to your dedicated waitstaff professionals.

GUEST GUARANTEE: For all Offsite Events, Artisan Catering must have final count Ten (10) days prior to the event excluding weddings which require a (20) day prior count. If a guaranteed number is not received within 10 days of the event, Artisan Events will consider the original expected guest number as the final guest count. All events will be billed for nothing short of the guest count guarantee and for any additional guests.

MENU SELECTIONS: Your menus are due (10) days before the event, excluding weddings which require a (20) day prior. Selection change requests past this deadline are at the discretion of the Artisan Event Management Team, as these requests cannot be guaranteed.

PAYMENT: Final payment is due (3) days prior scheduled event and can be paid with credit card.

If paying with a check it must be sent at least 14 days prior event date to be accepted unless prior arrangements have been made in writing with the Artisan Events Manager. Any remaining balance for onsite purchases when paying in advance with a check can be paid with credit card at the conclusion of the event. The guest is responsible for full payment of event balance at the conclusion of the event. Events are NOT considered finalized and contracted without a credit card on file and signed contract.

In the event that the actual guest count is greater than the estimated # of guests set forth above, you will be responsible for any additional cost and expense resulting from the additional guests. Artisan Events shall be entitled to charge your credit card for such additional charges, and you agree not to dispute such charges.

FOOD/BEVERAGE:

OUTSIDE FOOD: Client may bring in outside food only with prior written approval from Artisan Catering Management. Artisan/Tuscan is not responsible for the preparation, safety, storage, labeling, or service of any food not provided by us. Client assumes all liability for outside food, including compliance with local health regulations and allergen disclosures. We reserve the right to refuse service of any outside food deemed unsafe or non-compliant.

OUTSIDE ALCOHOL: All alcoholic beverages served at the event must be handled and served exclusively by Artisan Catering's licensed bartenders or a contracted alternative company. Client-supplied alcohol is permitted only with prior approval and may be subject to corkage or service fees. We reserve the right to refuse service to any guest in accordance with applicable alcohol service laws and responsible service practices.

ALL ALCOHOL SERVICE: Artisan Catering operates in accordance with all applicable state and local alcohol regulations. Our staff will check identification and may refuse service to any individual who is underage or appears intoxicated. Client agrees to support and not interfere with these decisions. Artisan Catering reserves the right to close and/or stop the serving of alcohol at the event manager's discretion.

ALL FOOD SERVICE: Food Removal and Safety Policy: In accordance with applicable health department regulations and food safety standards, no food prepared or provided by Artisan Catering for the event may be removed, packaged, or taken off-site by the Client or guests without prior written authorization from Artisan Catering. Any approved removal of food will be at the Client's sole risk, and Artisan Catering shall not be held liable for the safety, quality, or condition of the food once it leaves our control. Unless otherwise authorized in writing, Artisan Catering reserves the right to discard any remaining food at the conclusion of the event to ensure compliance with food safety guidelines. Client acknowledges and agrees to these terms and understands that such policies are in place to protect the health and safety of all parties.

OUTSIDE VENDORS: Client agrees to provide Artisan Catering with copies of all contracts and relevant details for any outside vendors involved in the event no later than 10 days prior to the event date. This information is required to ensure proper coordination and a smooth flow of

operations on the day of the event.

IMPORTANT NOTICE: All events are planned and discussed only with the Catering Manager to ensure clear communication between Artisan Catering Staff members and guests. An Event Lead and Chef Manager will be the events coordinator at the time of your event. All details communicated between the Event /Catering Manager will be discussed with Chef Manager and Lead Server prior to your event.

CANCELLATIONS: All cancellations OR severe modifications must be in writing prior to the event. If an event is canceled within 14 business days of its event date, the guest is responsible for the full food and beverage minimum (nontransferable) as well as the aforementioned service charges and fees and any outside vendor purchases. If the event is canceled at any point past the 14 business day mark, the guest is responsible for the full contracted balance. Severe modification is defined solely by the Artisan Catering Management team.

INCLEMENT WEATHER: Artisan Catering is committed to providing services as scheduled and we will show up rain or shine; however, the safety of our staff is our top priority. We reserve the right, at our sole discretion, to modify, delay, relocate, or suspend services in the event of severe or inclement weather or other hazardous conditions that may pose a risk to staff, guests, or equipment. Determination of unsafe conditions shall be made solely by Artisan Catering.

In the event that services are modified or suspended due to such conditions, Artisan Catering shall not be held liable for any resulting limitations or interruptions of service. All deposits and payments made are non-refundable. If the event cannot proceed as planned due to inclement weather, Artisan Catering will make reasonable efforts to reschedule services to a mutually agreed-upon date, subject to availability. Any rescheduling may be subject to additional costs.

FORCE MAJEURE: Establishments performance under the Contract is subject to acts of God, or, government regulation, terrorism, disaster, strikes, civil disorder, curtailment of transportation facilities, or any other emergency beyond Establishments control, making it inadvisable, illegal, or impossible to perform Establishments obligations under this Contract. Establishment may terminate the Contract without liability for any one or more of such reasons upon reasonable written notice to customer.

Client Signature Below