CLIENT CATERING WORKSHEET

Thank you for the opportunity for us to provide you with information to create your catering event with The Shaved Duck.

Please fill out the information. Either print, scan and email to us at nisbetally@gmail.com or fill out on this form and email back. Whatever is easier for you!

PLEASE FOLLOW THESE STEPS TO CREATE YOUR QUOTE

NAME: _____

TEL:_____

EMAIL:_____

EVENT TYPE:_____

EVENT DATE:_____

EVENT TIME:_____

EVENT ADDRESS:_____

TYPE OF CATERING SERVICE
PICK UP, DELIVERY / DROP OFF (MIN $250)
DELIVERY / SET UP (MIN $250)
DELIVERY SET UP / BREAKDOWN (additional charge)

VARIOUS CATERING OPTIONS

We suggest choosing one of our **BBQ Combinations**. They are the best value and come with everything you need for the event: Paper Plates, serving utensils, cutlery packets, napkins, wet wipes, bbq sauce, food signs.

Other than that you can order A la Carte by the pound, sides by quart/gallon etc, bbq sauce and everything you need for your event.

Keep in mind with the Combination Plates you can add any a la carte menu item so its best value to find a combination plate that fits your needs and if you want to add on you can.

BBQ PACKAGE COMBINATION

Add a salad $3 per person, meat $3 per person, side $2

Please allow 24 hours notice to fulfill your catering order

All package combinations come with paper plates, serving utensils, cutlery packets, napkins, wet wipes, food signs.

MEATS

Pulled Pork - Smoked Tri Tip - Pulled Chicken -

SIDES

Jalapeno Cream Corn - Mac n Cheese - Pit Baked Beans with pulled pork & bacon - Coleslaw - Green Beans - Mashed Potatoes - Potato Salad

VEGETARIAN / VEGAN

Baked Penne Pasta with roasted vegetables, cheddar, parmesan - **1/2 pan - $80**

Tikka Masala Curry with tofu, tomatoes, mixed vegetables, organic brown rice - **1/2 pan - $80**

Vegetable Smoked Mozzarella Sandwich off the regular menu which is one of our best sellers . Brussel Sprouts, red onion, tomatoes, red pepper, with smoked habanero sauce - **$12**

LUNCH PACKAGE - $13.95 per person

available from 10.30am - 3pm Monday - Friday

This package is perfect for office luncheons and created so it is streamline with vegetarian and vegan options.

The lunch package is ready to serve immediately in attractive eco conscious containers.

- choice of two meats, any of the vegetarian/vegan options available (addl cost), two sides, slider buns, coleslaw, pickles, black isle and smoky bourbon bbq sauces

BASIC PACKAGE - $13.95 per person

-choice of two meats, two sides, slider buns, coleslaw, pickles, choice of two bbq sauces.

THE PITMASTER PACKAGE - $16.95 per person

-1/4 slab baby back ribs, two meats, two sides, slider buns, coleslaw, pickles, choice of two bbq sauces.

JUST RIBS PACKAGE - $17.95 per person

-1/2 slab baby back ribs, 2 side dishes, bread, choice of 2 bbq sauces.

THE MEAT LOVERS PACKAGE - $22.99 per person

-1/4 slab baby back ribs, three meats, smoked Fiama Sausage, two sides, slider buns, coleslaw, pickles, choice of two bbq sauces.

"THE WORKS" PACKAGE - $28.99 per person

1/4 slab baby back ribs, three meats, smoked Fiama sausage, burnt ends sampler, three sides, slider buns, coleslaw, pickles, choice of 2 bbq sauces

Combination Package:_____ x _____ ppl x $_____ $_____

Meats _____ Sides _____

BBQ Sauces_____

Additional Meats: $3 _____ x _____ ppl $_____

_____ x _____ ppl $_____

Additional Sides: $2 _____ x _____ ppl $_____

_____ x _____ ppl $_____

Additional Salads: $3 _____ x _____ ppl $_____

GRAND TOTAL BBQ COMBINATION PLATTERS **$**_____

YOU CAN CUSTOMIZE YOUR EVENT BY ADDING ITEMS FROM THE A LA CARTE SECTION

SMOKEHOUSE A LA CARTE MENU

Can be added to any of the Package Combinations or have fun and create your own menu

MEAT PORTIONS - how much should we order?

1lb = 16oz - feeds 4 people assuming 4oz portion per person. I would always air on the side of caution and assume 3 - 4 people per pound

please note bbq sauce, plates, cutlery sets, serving utensils sold separately

MEATS

Pulled Pork $15.99lb	x _____ lbs =	$_____
Tri Tip $17.99lb	x _____ lbs =	$_____
Pulled Chicken $16.99lb	x _____ lbs =	$_____
Meatloaf $16.99lb	x _____ lbs =	$_____
Smoked Chicken Wings - $10.99lb	x _____ lbs =	$_____
Baby Back 1/2 Slab - $14.99	x _____ =	$_____
Baby Back Full Slab - $24.99	x _____ =	$ _____
TOTAL MEATS	_____ **lbs**	**$**_____

SIDES

Jalapeno Cream Corn - Mac n Cheese - Pit Baked Beans with pulled pork & bacon - Coleslaw - Green Beans - Mashed Potatoes - Potato Salad

1/2 Pint = 8oz - feeds 1 - 2 people
1 Pint = 16oz - feeds 2 - 3 people
Quart = 32oz - feeds 4 - 6 people
Gallon + 128oz - feeds 16 - 18 people

Half Size Pans = 7 Quarts / 224oz - feeds 20 - 24 people
Full Size Pan = 14 Quarts / 448oz - feeds 40 - 48 people

	1/2 Pint	1 Pint	Quart	Gallon	1/2 Pan	Full Pan
Beans, Mac n Cheese, Jalapeno Cream Corn, Mashed Potatoes	$3	$6	$10	$40	$70	$130
Green Beans, Pot Salad	$2.50	$5	$9	$36	$68	$125

Green Beans	x _____ =	$_____
Mac n Cheese	x _____ =	$_____
Baked Beans	x _____ =	$_____
Coleslaw	x _____ =	$_____
Mashed Potatoes	x _____ =	$_____
Potato Salad	x _____ =	$_____
TOTAL SIDES		**$**_____

VEGETARIAN / VEGAN

Baked Penne Pasta with roasted vegetables, cheddar, parmesan - **1/2 pan - $80**

Tikka Masala Curry with tofu, tomatoes, mixed vegetables, organic brown rice - **1/2 pan - $80**

Vegetable Smoked Mozzarella Sandwich - Brussel Sprouts, red onion, tomatoes, red pepper, with smoked habanero sauce - **$12**

Pasta Penne Pasta	x _____ =	$_____
Tikka Masala Curry	x _____ =	$_____
Vegetable Mozz Sandwich	x _____ =	$_____
TOTAL VEGETARIAN / VEGAN		**$**_____

SALAD

Fresh Garden Salad - chopped romaine, mixed greens, cherry tomatoes, red onions, cucumber, croutons with choice of ranch, Italian Vinaigrette, Balsamic Vinaigrette, Blue Cheese

1/2 Pan - feeds 15 - 20 people = $50
Full Pan - feeds 30 - 40 + $120
add a salad to any combination platter for $3

TOTAL SALAD - DRESSING - _____	**x** _____ **=**	**$**_____

BUNS

TOTAL SLIDER BUNS - $6 per dozen **x _____ =** **$_____**

TOTAL BRIOCHE REG - $8 per dozen **x _____ =** **$_____**

BBQ SAUCES

Pint $6 Quart $10

Black Isle - our best seller, tangy & smoky x _____ = $_____

Bourbon - ketchup based with bourbon notes x _____ = $_____

Mango Habanero - sweet and spicy x _____ = $_____

Wee Tillys SC style Ketchup and vinegar x _____ = $_____

TOTAL BBQ SAUCE **$_____**

BEVERAGES

Coke x _____ = $_____

Diet Coke x _____ = $_____

Sprite x _____ = $_____

Club Soda x _____ = $_____

Bottled Water x _____ = $_____

TOTAL BEVERAGES **$_____**

ADDITIONAL SUPPLIES AND EQUIPMENT

Flameless Chafing Dish - SAFE and great for offices and corporate environments - We sourced a great chafing dish which can be disposed of after the event - $18

x_____ = $

Dinner Packet - includes paper plates, cutlery, napkin, wet wipes - $1 per person

x_____ = $

FINAL ORDER TOTAL QUOTE

BBQ COMBINATION PACKAGES

COMBINATION PACKAGE TYPE : _____ TOTAL $_____

ADDTIONAL MEATS:_____ TOTAL $_____

ADDITIONAL SIDES:_____ TOTAL $_____

ADDITIONAL SALADS:_____ TOTAL $_____

A LA CARTE MENU

TOTAL MEATS $ _____

TOTAL SIDES $_____

TOTAL SALAD $_____

TOTAL VEGETARIAN / VEGAN $_____

TOTAL BBQ SAUCES $_____

TOTAL BEVERAGES $_____

TOTAL ADDITIONAL SUPPLIES $_____

TOTAL FOOD / SUPPLIES $_____

5% SERVICE CHARGE $_____

X 11.179% TAX $_____

GRAND TOTAL $_____

Catering Policy

Guarantees on Number of Guests:
Food, beverage and add-on items charges based on guest count will be based on the Client's final guarantee. Final guest counts are due no later than one week before the date of the event. If no final guest count is received, we will use the number of guests used in the attached proposal. We will make every effort to accommodate any last minute increases in the guest count.

Staffing:
Our staff will be smart but casual in jeans and Shaved Duck T Shirts. If the event requires staffing this will have been discussed with your catering representative at The Shaved Duck.

Deposit & Cancellation Policy:
A deposit of 25% of the Total Estimated Amount is needed to confirm the booking of this event. Deposit refunds on cancellations are handled as follows –

- Notice over 30 days prior to event: full refund of deposit
- Notice 10 to 29 days prior to event: 50% refund of deposit
- Notice less than 10 days prior to event: no refund of deposit

Final Payment:
Clients will be billed for the balance at the time of the event. The invoice amount is due upon receipt.

Upon review and acceptance of the proposal and our catering policies, please sign below and return this document with your deposit.

NAME _____ DATE _____

SIGNATURE _____

To pay 25% deposit by credit card please contact your representative and we will take information over the phone - thank you for your business!