



Catering Terms and Condition

Menu Selection

To assure the availability of menu items, please provide your choice to the Catering Department two weeks prior to the scheduled event. Our menus are offered as suggestion, our manager or chef will be more than happy to create specialty menus to suit your needs. When requesting a split entrée selection, the higher price will be charged. We will present the same accompaniments for both entrees.

Guarantees

Food function attendance must be definitely specified by 11:00am three business days in advance. This number will be considered a guarantee, not subject to reduction and charges will be made accordingly. Shelby's Restaurant cannot be responsible for service to more than 5 % over the guarantee.

Music & Entertainment

Shelby's Restaurant will be pleased to arrange for music or entertainment for your function. In addition, flower arrangement, props, limos.

Payment/ Cancellation Policy

Meal Functions ----- A deposit is due with the contract. The remaining balance is due 72 business hours prior to the function. Cancellation fees will be charged should the client cancel the event

Payment must be made in advance of the function, unless credit has been established to the satisfaction of Shelby's Restaurant. Once credit is approved, the balance of the account is due and payable 30 day after the date of the function.

Service and Labor Charges

All menu prices are subject to a 20 % service charge and applicable tax. In accordance with California Regulation 1603.f Taxable Sales of Food Products, all service charges are subject to sales tax.

Signature and Today's Date
Function

Name of Company and Date of