



Unit 19 Atley Business Park,
North Nelson Ind. Est.
Cramlington.
Northumberland
NE23 1WP
Tel. 01670 732500

Delivery and Cancellation Policy for all Weddings, Hot Dinners and any Staffed Event

Deliveries are made by our discreet, fully trained drivers in our refrigerated vans complying with Food Hygiene Laws 2006

- A 20% non refundable deposit is required to confirm booking and hold date
- Final numbers along with any dietary requests are required 21 days prior to function
- Your balance will then be invoiced less your deposit
- Final balance is due 10 days prior to function, to be paid in full
- Any hire of equipment is to be paid in full at the time of paying deposit
- Customers should be aware that any Kings Catering equipment left at an event remains their responsibility until collection by our staff. Loss or damage of plates, serving dishes, cutlery, glasses, linen and any other equipment of ours will be billed at replacement cost.
- Any price quoted will be based on the original numbers given, there will be an extra charge applicable if the decrease in numbers is significant. (please call for further details)

KINGS CATERING CANCELLATION POLICY

- All deposits are non refundable unless otherwise agreed.
- Cancellation up to 6 months prior to function will incur a 10% payment of balance charge
- Cancellation up to 3 months prior to function will incur a 25% payment of balance charge
- Cancellation under 1 month prior to function requires full payment of function, unless otherwise agreed at the time of booking.
- Any hire charge for equipment that has been paid will be non refundable, unless otherwise agreed at time of booking.

We understand that once you have placed an order with Kings Catering that you understand the above cancellation policy.

Note; A separate delivery & cancellation policy which cover our Finger Buffets can be downloaded from the website.

WWW.kingscatering.co.uk

E-mail cheryl@kingscatering.co.uk
sean@kingscatering.co.uk