



Elite Espresso Catering Contract

Cancellation Policy

If a client cancels an event within 5 business days of event date, they will be charged 100% of full package price. If the event is cancelled more than 5 business days of event date, 50% of package price will be charged. In the event that the client wishes to reschedule within an agreed upon time and Elite Espresso is available, they may do so.

Agreed upon package: _____

Total of guests included in package: _____

Deposit: _____

Amount Due on or before date of event: _____

I have read and agree to the terms and conditions of this contract. I agree to pay all charges due to Elite Espresso Catering before or on the date of the event unless agreed upon arrangements have been made. I agree that if any charges are left unpaid, I am responsible for any cost on the part of Elite Espresso to collect the unpaid amount, including collection costs, court costs, and attorney's fees.

Client Signature: _____

Date: _____

Elite Espresso Signature: _____

Date: _____