

Sticky Lips Pit BBQ BBQ Fundraiser Catering Info and Terms Contract

1. A deposit of \$150.00 must be made to secure an on site BBQ Fundraiser catering date. (\$150.00 deposit will be deducted from final catering bill.) Otherwise, the \$150.00 deposit is non-refundable. Final payment for an on site BBQ fundraiser is due immediately following the event.

2. In order for us to bring our charcoal BBQ rigs on site for the fundraiser event, a minimum of 250 pre-sold tickets must be sold. You are responsible for purchasing these 250 dinners, whether they are picked up or not. (For Indoor/Winter events, a minimum of 150 pre-sold tickets must be sold. You are responsible for purchasing these 150 dinners, whether they served or not.)

Rule of thumb: after pre-sale tickets are sold, you can expect more sales from drive-up customers. We will supply additional dinners. Your group will only be charged for the extra dinners sold.

3. For smaller chicken BBQ fundraisers and/or if pre-sale tickets are low, we can switch from an **on site set-up** to our **Indoor BBQ fundraiser package**. We will need to hold a credit card on file for use of our equipment and serving utensils. (This serving equipment is vital for safe serving conditions.) The equipment will need to be returned to the store the day following your event.

4. If your organization is tax exempt, **we need the NYS Sales Tax Exemption Certificate prior to the event**. Otherwise, we will need to collect 8% sales tax from your organization on what we charge.

5. A signed contract, deposit, and menu selection are due at least 30 days prior to the event.

6. Our standard serve time is 3 ½ hours, unless the client has made prior arrangements with Sticky Lips Pit BBQ.

7. All On Site BBQ fundraiser events are rain or shine affairs. Our chicken grills are covered. We provide a 10' x 20' tent and serving tables, but during a major rain and wind storm it is the customer's responsibility to provide suitable shelter for the food serving line. (For Indoor/Winter events, you may want to indicate a "snow date" on your printed tickets. In the case of a snow day, we will need confirmation the night before the event for any weather related changes.)

8. Leftovers: All left over food over and above the number of dinners pre-ordered and paid for with deposit will belong to Sticky Lips Pit BBQ.

9. Prices are subject to change without notice unless price has been guaranteed in writing and deposit has been received.

10. Any "use of venue" fees are the customer's responsibility.

11. Sticky Lips Pit BBQ has no “hidden charges” for labor, rentals, service charges, etc. for either on site or pick-up BBQ fundraisers.

12. **Email or Fax your pre-sale ticket numbers 4 days before the event.** Your group will be charged for the final pre-sale ticket sales plus any additional dinners sold on the day of the event. If you continue to sell pre-sale tickets, please follow up with the latest numbers by **Email or Fax** the day before the event.

Email: catering@stickylipsbbq.com

Fax: 585-424-5785

13. We ask for ONE check from your organization. Personal checks from your customers are not acceptable.

14. In agreeing to this contract, you acknowledge that you have read the most current catering information published at www.stickylipsbbq.com/fundraisers

With the signature of this contract, the signed fundraiser group or individual is responsible to abide by all conditions listed above.

TODAY'S DATE: _____

NAME OF CONTACT PERSON: _____

CONTACT PERSON EMAIL: _____

ORGANIZATION: _____

EVENT DATE REQUESTED: _____ TIMES: _____

LOCATION OF EVENT: _____

CELL PHONE OF CONTACT PERSON: _____

DINNER MENU SELECTION: _____

DINNER PRICE YOU PLAN TO CHARGE CUSTOMER: _____

NUMBER OF DINNERS ORDERED: _____

DESSERT/STRAWBERRY SHORTCAKE (Y/N) _____

DESSERT CUSTOMER PRICE: _____

NUMBER OF DESSERTS ORDERED: _____

\$150.00 DEPOSIT TO SECURE DATE Yes: _____ No: _____

TAX EXEMPT? Yes: _____ No: _____

SIGNATURE _____

Please include your TAX EXEMPT FORM or NYS SALES TAX EXEMPTION CERTIFICATE.

Please send contract and deposit to the address below.

Sticky Lips Pit BBQ
830 Jefferson Rd
Rochester, NY 14623

If you have any questions, please contact our catering specialist.

Email: catering@stickylipsbbq.com

Catering phone: 585-288-1900

Fax: 585-288-6517

www.StickyLipsBBQ.com