

WHITE TABLE

CATERING + EVENTS



intimate

CELEBRATIONS
INFORMATION PACKAGE

who we are

At White Table Catering Co., it is our passion to meet and understand our clients' dreams and work together to create meaningful celebrations.

We are honoured when our clients entrust us with their wedding celebration, private party, or corporate function. For that reason, we strive for creative excellence while curating the perfect event through our clients vision. Using our own team's extensive experience and our relationships with proven industry leaders, we create a full service catering and event experience to remember!

We look forward to working with you!

President & Culinary Director
Mark Pruger

Creative Events Director
Carlyanne Pruger





THE *white table* EXPERIENCE

- INCLUDED -

- 3-course dinner service for 50 guests
- On-site chef and serving labour up to 6 hours of service
- On-site heating equipment
- Table linens & linen napkins
- Tables & chairs (through Airside Event Spaces inventory)
- Cutlery & glassware
- Serving & clearing stations

STARTING AT: 5328.00
all inclusive for 50 guests; excluding service charges and taxes





upgrades

these options are available to include for your intimate celebration. additional costs for rentals may apply. all prices excluding applicable taxes and service charge.

ADDITIONAL ENTRÉE

additional entrée options are available
price per entrée option offered to guests 250

COFFEE & TEA

49TH PARALLEL *price per guest 4*
locally roasted coffee served decaf and regular
with almond milk, raw sugar and cream

MURCHIE'S TEA *price per guest 2*
steeped black tea with milk, almond milk and raw
sugar

WINE & CHAMPAGNE

BC VQA Red/White Wine *price per bottle 30*
starting example: Mission Hill 5 Vineyards

BC VQA Brut *price per bottle 30*
starting example: Stellar's Jay Brut



policies.

KEY DATES

- Initial contact via email or phone call and custom quote provided.
- Deposit and signed contract to secure event date, staffing and rentals.
- Detailed planning meeting and consultation with Event Specialist (all event documents are updated and provided according to current guest count and selections) at White Table Catering Co.
- Final meeting with Event Specialist four to six weeks before the event.
- Final guest count, floor plans, food and beverage selections are requested at three weeks, and finalized 7 business days prior to the event date. Revisions to planning documents are finalized. Revisions after the 7 business day mark may be possible, but additional Event Specialist planning charges will apply.
- Payment in full of estimated event charges are due six full business days prior to event date.

BOOKINGS

- Dates are reserved with a signed contract and applicable deposits. (See payments and deposits)
- Catering related costs such as food, beverage, rentals and staffing, exclusive of tax and event service charge are coordinated through White Tables Event Specialists and are paid to White Table Catering Company Inc.
- A 20% service charge is applied to food and beverage.
- All food and beverage pricing listed in this package is exclusive of tax and service charge.
- Overtime charges for staffing are calculated according to B.C Labour Laws. This includes bookings on Statutory Holidays.

ADDITIONAL SERVICES WE COORDINATE FOR CLIENTS

- Service staff for everything catering related including set up, service and tear down.
- Event management for catering related services.
- Rental consultation, ordering and coordination for items such as but not limited to all floor length linens (tablecloths and napkins), standard plates, cups and saucers, table flatware and water goblets, serving equipment.
- Digital floor plan.
- Timeline creation for event related activities and services.

FLOOR PLAN

Floor plans are digitally created custom for each of our events by our Event Specialists. We have a variety of floor plan examples to help you get started depending on your venue choice.

STAFFING

- Serving Staff 29 per hour
- Serving Lead 35 per hour
- Bartender 35 per hour
- Cook 29 per hour
- Sous Chef 35 per hour
- Head Event Chef 39 per hour
- Event Manager 39 per hour

FULL RENTAL COORDINATION

- To ensure a seamless service, White Table Catering partners with Lonsdale Event Rentals to provide you with the highest quality of rentals. We also include rental insurance that covers the cost of damaged or lost rentals.
- For specialty rentals or rentals not found at Lonsdale Event rentals, other rental companies are available. An additional delivery and or rental insurance and coordination fee may apply.
- Extensive catalogue and pricing details are viewable through the website www.lonsdaleevents.com.
- A showroom is available at the Burnaby location to view each item.
- Final coordination of rentals is completed after the formal planning meeting with your Event Specialist 4 weeks before the event.
- Delivery fees for rentals will apply and will be determined based on the event location as well as the delivery and pickup windows.

MENU SELECTION

- All menus must be pre-set and are due three weeks prior to your event date. Changes can not be made after 7 business days prior to the event.
- Menus are based upon our current seasonal selections and are subject to change depending on the availability and market price of menu items.
- You are able to interchange items between menus - prices will be adjusted based upon your final selections.
- Custom menus, including additional preselected entrées, are subject to a service surcharge.

TASTINGS

Tastings are available and are scheduled at our kitchen space located in Abbotsford at 75 per person with all applicable taxes for up to six guests. Please contact our Event Specialist for more details.

TAXES

Applicable taxes are not included in menu prices. A 5% G.S.T is charged on food, drink and labour. An additional P.S.T. charge of 7% is on rentals and equipment and 10% P.S.T on alcohol.

BEVERAGE AND BAR COSTS

- Host bars, cash bars and bring-your-own- alcohol bar packages are available for your event.
- A host bar is based upon consumption per drink.
- If a host bar is chosen, wine will be charged after the event based on bottles opened, beer on 6 packs opened and soft drinks on bottles opened.
- Customized bar offerings can be tailored with your Event Specialist to manage your bar costs and consumption. Custom bar menus are subject to a service surcharge

VENDOR REFERRALS

We have established amazing relationships with other businesses in the industry and are happy to provide referrals for all of your needs! Please speak with our Event Specialist for more details.

VENDOR MEALS

Meals for other vendors that are not seated with the event guests are available. Inquire with your Event Specialist for details.

GUARANTEED GUEST COUNTS

- In the event the minimum guaranteed number of guests is decreased, prices are subject to change without notice. The guaranteed number of guests must be finalized 7 business days prior to the event and will be considered a final guarantee for billing purposes. After this date, it is possible to increase, but not to decrease the guarantee.

PAYMENTS & DEPOSITS

A non-refundable deposit of 25% of the total estimate is required to secure the date and contract, —which includes but is not limited to charges for the provision of food; rentals; and staffing is payable to White Table Catering Company Inc. along with a signed contract.

Payment plan schedule:

- 6 months prior: 25% of the total estimate is required.
- 3 months prior: 25% of the total estimate is required.
- 6 business days prior: 100% of the remaining balance of the total estimate.
- 7 business days after: A final billing or credit will be prepared after rental and beverage returns, staff hours and any applicable sub-trade invoices are accounted for at the completion of the event and applied to the credit card on file.

CANCELLATIONS

In the event of the postponement or cancellation of an event, White Table Catering shall retain the initial 25% non-refundable deposit provided that our office has received written notice 7 business days notice prior to the scheduled start time of the event. The non-refundable deposit is non-refundable and non-transferable.

If your event requires postponement due to Covid-19 restrictions, White Table Catering is allowing a no fee-date change postponement if written notice is provided 2 months prior to the event, all other policies still apply. The entire deposit collected will be retained if the event is cancelled or postponed with less than six business days notice.

White Table Catering reserves the right to terminate and retain deposits for any function for which payment of the final estimated invoice has not been received five business days prior to the date of the event.

BOOKING INQUIRIES

604.283.3993
info@whitetablecatering.com

FOR REMITTANCE OF PAYMENTS

White Table Catering Company Inc.
30462 Liberator Ave.
Abbotsford, BC V2T 6H5





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catering co.

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