



## Catering Order Form - Complete And Fax To (646) 514-6783

Client Name \_\_\_\_\_ Catering Contact \_\_\_\_\_  
 Event Date \_\_\_\_\_ Phone Number \_\_\_\_\_  
 Event Name \_\_\_\_\_ Email Address \_\_\_\_\_  
 Total Headcount \_\_\_\_\_ Serving Time \_\_\_\_\_

### Beverages

Item	Description	Price	Units	Qty	Subtotal
Poland Spring Water (on consumption)	1/2 liter bottled waters, refreshed as needed.	1.50	bottle	_____	_____
Soda (on consumption)	Assorted 12oz. can sodas, refreshed as needed.	1.75	can	_____	_____
Poland Spring Water (fixed)	1/2 liter bottled waters.	1.50	bottle	_____	_____
Soda (fixed)	Assorted 12 oz. can sodas.	1.75	can	_____	_____
Coffee Service - Regular	In-room coffee service, including bottomless refills. Serves 10-12 per urn.	25.00	container	_____	_____
Coffee Service - Decaffeinated	In-room decaf coffee service, including bottomless refills. Serves 10-12 per urn.	25.00	container	_____	_____
Starbucks Coffee - Regular	In-room Starbucks coffee service. Serves 10-12 per urn.	30.00	container	_____	_____
Starbucks Coffee - Decaffeinated	In-room Starbucks coffee service for 10-12 people.	30.00	container	_____	_____
Assorted Teas - Regular	Assortment of regular teas.	22.00	each	_____	_____
Assorted Teas - Decaffeinated	Assortment of decaf teas.	22.00	each	_____	_____
Orange Juice		13.00	container	_____	_____
Apple Juice		13.00	container	_____	_____
Cranberry Juice		13.00	container	_____	_____
Orange Peach Mango Juice		13.00	container	_____	_____

If items are unavailable, supplier substitution may be made without notice.  
 A 20% cleanup fee will be added to all catering. Prices subject to change.

## Payment Information

Repeat customers: Use the credit card and billing info already on file: \_\_\_\_\_

or

Card Number: \_\_\_\_\_

Exp.  
Date: \_\_\_\_\_

Card Holder  
Name: \_\_\_\_\_

Zip  
Code: \_\_\_\_\_

Signature  
(Required) \_\_\_\_\_

### Payment Type

\_\_\_\_\_ Check  
 \_\_\_\_\_ Google Checkout  
 \_\_\_\_\_ Master Card  
 \_\_\_\_\_ Visa  
 \_\_\_\_\_ American Express  
 \_\_\_\_\_ Discover

### About Google Checkout

NYCSCC customers can now choose to make payment using the new Google Checkout service! Our Billing Department will generate an electronic e-mail and invoice that will allow you to make a secure payment through the service via the web! Google Checkout accepts payment using most major credit cards, including Visa, Mastercard, American Express, and Discover.

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