YOUR LOGO

n Table Catering & Events

s Road · Your City, ST 00000 · (555) 010-2030 · hello@yourcompany.com

PARTY CATERING QUOTE

Grazing tables & BBQ stations

BILL TO

Jordan Ellis

14 Harbor View, Portland (garden)

Quote No.	CAT-2026-0169
Date	11/12/2026
Valid until	12/12/2026
Prepared by	Estimator

JOB DETAILS

Event: 40th birthday garden party

Guests: 60 adults + 10 kids

Style: Grazing table + BBQ station

Date: Saturday, June 6, 2026

DIETARY NEEDS & SERVICE

Dietary counts ☐ Vegetarian: 6 ☐ Vegan: 2 ☐ Gluten-free: 3 ☐ Nut allergy: 1

Service ☐ Individually labelled boxes ☐ Hot drinks station all day ☐ Eco tableware ☐ Waste removed after lunch

Description	Qty	Unit	Rate	Amount
Grazing table - cheese, charcuterie, dips	60	guest	$16.00	**$960.00**
BBQ station - 3 proteins, 3 sides	60	guest	$24.00	**$1,440.00**
Kids' menu	10	guest	$12.00	**$120.00**
Dessert bar	60	guest	$6.00	**$360.00**
BBQ chef & 2 servers	15	hour	$35.00	**$525.00**
Equipment hire & delivery	1	event	$180.00	**$180.00**

TERMS & CONDITIONS

1. 25% deposit secures the date.
2. Wet-weather plan: gazebo hire at cost.
3. Leftovers packed for the host on request.
4. Balance due 5 days before the party.

Subtotal	$3,585.00
Discount %	0.0
Discount	$0.00
Tax %	8.00
Tax	$286.80
TOTAL	**$3,871.80**
Deposit %	25
Deposit due	$967.95
Balance	$2,903.85

Customer acceptance: _____ Date: _____

Thank you for your business!