

# Ann's Catering

2922 Domingo Avenue, Berkeley, CA 94705 ▪ Phone: 510-649-0869 ▪ E-mail: info@anns-catering.com

## ~ Order Request Form ~

Email your completed form to info@anns-catering.com.

**\*\*\*If you do not receive an email confirmation, your order is not confirmed\*\*\***

Customer Name:		Today's Date:	
Company / Institution / Dept:		Phone:	Phone (day of event):
Delivery Address:		E-mail / Fax:	

(include nearest cross street, access challenges, stairs, etc.)

EVENT DAY & DATE		REQUESTED ½-HOUR DELIVERY WINDOW -or- PICK UP TIME	EVENT START TIME	
Quantity	Size	Platter Description <small>(please use the names of the platters as they appear on our catering menu)</small>	Unit Price	Total Price
		<b>single service items (plates, napkins, eating utensils and serving utensils)?</b>	<b>\$2.50 per person</b>	

CC # Expiration Date: Billing Address: Security code: <b>We will charge your credit card 2 business days before the order date.</b> * IF EMAILING THIS ORDER YOU CAN CALL US WITH THE <b>PAYMENT INFORMATION FOR YOUR ORDER ONCE WE EMAIL YOU YOUR INVOICE *</b>	Delivery Charge: Subtotal: Gratuity: <b>TOTAL DUE:</b>
For established corporate / institutional customers only: <b>INVOICE ME</b> <input type="checkbox"/>	