BAILEY'S EXECUTIVE CATERING
CATERING EVENT ORDER

(Please complete all sections to ensure a smooth Catering process)

DELIVERY DAY: _____ **DELIVERY DATE:** _____ **DELIVERY TIME:** _____

ORGANIZATION: _____

CONTACT: _____

PHONE #: _____

FAX #: _____

EMAIL: _____

DATE ORDERED: _____

DELIVERY ADDRESS: _____

BILLING ADDRESS: _____

NUMBER OF PEOPLE: _____

ITEM: (Please include Sandwich/Wrap Selections)	QUANTITY	PRICE PP	TOTAL

SPECIAL REQUESTS:

	Sub Total:	
	Delivery Charge:	**$10.00**
	Sales Tax:	

PAYMENT: (Please check one)

CASH		**AT DELIVERY**
CHECK		**AT DELIVERY**
CREDIT CARD		**IF NOT ON FILE PLEASE CONTACT OUR CATERING HOTLINE 901-848-5063**
CORP. BILLING		**IF NOT ON FILE PLEASE CONTACT OUR CATERING HOTLINE 901-848-5063**

TOTAL DUE: _____

Client Signature: _____ **Date:** _____

Email & Fax orders require 24 hour notice

Email & Fax orders are reviewed every afternoon between 1:00 & 4:00 PM *You will receive confirmation by Email or Phone*For orders placed within the 24 hour notice requirements please contact our Catering Hotline at 901-848-5063