

BSSD Cafeteria

Banquet agreement

Date: _____

Building of Event _____

Date of Event _____

Name of Organization Hosting Event _____

Number Of people and meals to be served _____

BSSD cafeteria staff is very happy you have chosen to use the school and its employees to serve your organization. We pride ourselves on serving your group the best food in a pleasant environment. We offer a wide range of food choices and table sets while working within your group's budget. That being said, you must remember we are a school and do not have the same equipment or atmosphere as a country club. But like most outside facilities we must follow certain guidelines. We can only handle one event at a time. It is first come, first served when scheduling our services. The head count must be in our office for your banquet two weeks prior to the event. This assures we have adequate staffing and food to best serve your group. Once a head count is given, the organization is responsible for paying the pre-agreed price for all meals ordered. Any food that is left over is the property of the school and will remain on the premises. We do this to ensure that there is no chance of school prepared food getting mishandled after leaving the premises and making someone sick. This rule will not be waived !

Again we thank you and want to work with your organization to make your night an enjoyable success.

BSSD Representative _____ **Organization Representative** _____