

Catering Services Pricing and Info

Most Catered events start with a \$950 Service Fee

Buffet Style

Includes the following:

- Event Services
 - Assistance from our Catering Director throughout the planning process. This would include a site visit if applicable, insight on planning specifics, scheduled calls to go over details in depth, and speaking with rental companies, wedding planners, and venue coordinators as needed.

- Equipment provided by DCC to include any or all of the following:
 - Chafing dishes & chafing fuel
 - Serving utensils
 - Baskets
 - Platters
 - Drink decanters & ice bins
 - Bowls
 - Framed menu
 - Salt & pepper shakers at the buffet
 - Disposable items for leftovers
 - Drink & food labels if applicable

- Staffing
 - Sufficient number of staff members to set up, serve, and tear down food and beverage stations including buffet, appetizer, beverage, and dessert stations.
 - Bussing tables
 - Changing trash as needed
 - Setting tables with serviceware if applicable
 - -Plating Salads
 - -Filling Water Goblets if applicable
 - -Drink Station at Ceremony Site
 - -Cake Cutting
 - Lighting candles if applicable
 - Packing leftovers for the client

- The above rate is the standard charge for all events. If you will be using China for your event, the rate is increased for additional staffing. This includes rented China, China that is owned by the client, and China that is owned by the venue.

China Services

DCC does not own Chinaware, however, we can assist you with the rental process. Being a custom caterer, we can help you procure the right items that fit your vision. We can supply tables and black tablecloths for food service.

Rented China

- \$350 is applied for extra staffing to handle the process of serving with China, setting tables, and the bussing process of China dishes.
 - The \$350 rate applies for the China basics which are:
 - Dinner plate, silverware, water goblet, folded napkin, and salt & pepper shakers

Additional Fees may apply as more China pieces are added. (As more staffing may be needed)

China that is owned by the client, or venue

- There will be an additional charge for using China that is not going back to a rental company, as these items will have to be washed on site, thus adding additional hours to your event and the need for additional staff members. This pricing will vary, and can be discussed with our Catering Director.

Pricing for additional services will vary. Examples of additional services will include:

- Assisting with decor/flowers/etc
- Assisting with placing and removing tablecloths
- Assisting with setting up and breaking down tables and chairs

- Trash removal from the premises
- Table Service for Wine

Family Style Services, Plated Services, and Stations

- Additional charges will be applied for additional staff members. This charge starts at \$350, and may vary based on the number of menu items, and how many staff are needed.

Other Info

Tastings & Consultations: We are happy to schedule a tasting with you Tuesday-Saturday between 11:00-4:00 PM at the Dayton Tavern located at 245 Main Street Dayton, Va 22821. You may have a total of 6 attending. We will need all item requests one week prior to the tasting. The tasting fee is based on the items chosen, and how many are attending the tasting. This fee is typically between \$5-\$10 per person on average. This will just be a sampling, but we can also provide a full sized portion if requested.

Booking: To book with us, we require a \$200 non-refundable deposit and a signed contract. You can submit these items in any of the following ways:

- 1) Pay and sign online
- 2) Sign, scan, and email the contract back to us, and then pay online or call us at (540) 908-0029 to place the deposit.
- 3) Mail the signed contract along with the deposit check written out to Dayton Catering Co. to P.O. Box 597 Dayton, Va 22821.
- 4) Bring your signed contract and deposit to our Dayton Tavern or North River Marketplace locations during business hours.

Final Details:

Throughout the process, we will have follow up calls to go over any details you may have questions about.

Two weeks prior to your event, we will schedule a call or meeting with you to go over all final details. We will then ask for your finalized timeline, guest count, dietary restrictions, and any menu changes you might have. You will

then receive an invoice for the final guest count that you submit, and payment is then due in full by the date of your event. We can also accept payment plans from the time of booking, until the two week deadline.

Payment Methods: Check is the preferred method, although we do accept credit card payments with an additional 3 percent processing fee. Gratuity can be added at this time. Gratuity is not included in your proposal. It is not mandatory, but it is always appreciated.

Vendor Meals: You can include your vendors in your guest count, and they can eat the same meal that you are providing for your guests, or you can opt to have a boxed meal for each vendor at a lesser rate than your proposed menu. You do not have to include any catering staff in your vendor meals. If our staff is on site for more than 6 hours, they may take a short snack break, but will provide their own meals.