

Business Luncheon Catering Quote

Client Information

Company Name: _____
Contact Name: _____
Phone: _____
Email: _____
Event Date: _____ Time: _____
Event Address: _____

Menu Selection

Item	Description	Qty	Unit Price	Total
Sample Item 1	Sandwich Platter	_____	_____	_____
Sample Item 2	Salad Bowl	_____	_____	_____
Sample Item 3	Assorted Beverages	_____	_____	_____

Summary

Subtotal	_____
Delivery Fee	_____
Tax	_____
Grand Total	_____

Special Requests / Notes

Prepared By: _____
Date: _____