Wedding Catering Order Template

Event Details

Bride & Groom Names

Event Date

Event Location & Address

Event Start Time

Estimated End Time

Estimated Number of Guests

Contact Information

Planner Name

Planner Email

Planner Phone

Menu Selection

Course	Menu Items	Special Requests / Notes
Appetizers		

Main Dishes		
Sides		
Desserts		
Beverages		

Dietary Requirements & Allergies

List any dietary restrictions, allergies, or special requirements

Service Details

Service Style

Select ▾

Arrival Time

Additional Notes

Rental Equipment

e.g. linens, flatware, glassware, tables, chairs

Final Comments

Add any other information or comments