

STANDARD TERMS AND CONDITIONS OF TRADE RELATING TO FOOD DELIVERIES

Please see our standard agreement below,

1. Booking Confirmation

- 1.1 Any booking is provisional until we confirm in writing. By returning these Terms you are agreeing to the conditions outlined.
- 1.2 All bookings need to be made 48 hours prior to the delivery.

2. Food and Menus

- 2.1 All food must be consumed within 2 hours of delivery.
- 2.2 Allergens are available on our website www.abbotsevents.co.uk.

4. Delivery

- 4.1 Delivery address must be supplied at time of booking.
- 4.2 Deliveries for breakfast will be made between 07.30am and 10.00am.
- 4.3 Deliveries for lunches will be made between 10.30am and 12.30pm.
- 4.4 If you require delivery outside of these times please ask at time of booking.
- 4.5 There may be a minimum order or extra charge if outside our normal delivery route.

5. Payment

- 5.1 The Client is responsible to Abbots Events Catering Ltd for full settlement of all costs.
- 5.2 New customers are required to pay in full before the delivery. Payment is by cash, credit card or BACS.
- 5.3 Credit facilities with Abbots Events are available to Clients who are not Consumers. Credit facilities are not offered to Clients acting as Consumers who must therefore pay the price in full prior to the delivery. Credit facilities can only be granted by prior arrangement and must be agreed at least 14 days prior to arrival. Credit facilities are agreed at the discretion of Abbots Events Catering Ltd and is under no obligation to offer credit. A credit application form is available on request.
- 5.4 Where a credit facility is arranged, accounts are due for full settlement within 14 days from the date of invoice. Abbots Events Catering Ltd reserves the right to charge interest at 2% above base rate or to make a collection charge. Any queries should be referred to Abbots Events Catering Ltd within 7 days of receipt of the invoice and it is agreed that the client will pay the balance on the due date – suitably adjusted where necessary. The amount under query will be due as soon as the disputed items have been resolved.
- 5.5 Abbots Events Catering Ltd reserves the re-check the Client's credit status at any time before the commencement of the delivery and reserves the right to amend facilities.
- 5.6 Prices quoted will show cost & VAT where chargeable.

5. Cancellation by You

- 5.1 In the unfortunate circumstances that you have to cancel or postpone your confirmed booking please see below,

Notice Given	Cancellation Fee
Less than 48 hours prior to the delivery	100%

- 6.2 Any cancellations, postponements or partial cancellations must be made in writing to bookings@abbotsevents.co.uk and will be effective on the date of actual receipt.

I have read and agree to the terms and conditions outlined above.

NAME _____ SIGNATURE _____ DATE _____