



## TERMS AND CONDITIONS

### MINIMUM ORDER

Minimum order for our outside catering is Rp. 10.000.000,-/++  
( Inclusive Catering Charges of Rp. 3.000.000,- Net per visit).

### MENU SELECTION

- Menus must be selected and confirmed to us minimum of 10 ( Ten ) working days prior to the event.
- The additional / tailored menu request should be done by written letter from the client.
- The possibility of additional menus will be informed by Bistro Baron kitchen.
- Price of wine or alcoholic beverages is subject to market availability.

### PRICES

- All prices are subjected to 21% service charge and applicable government tax
- Prices can be changed without prior notification

### PAYMENT

- Require 50 % deposit of Down Payment to confirm your event. The date of confirmation is minimum of 10 ( Ten ) working days before the event.
- Bistro Baron has the right to schedule another event until we receive a signed contract and 50 % deposit for a specified date.
- The remaining balance is due of maximum 3 ( Three ) working days prior to the event.

### CANCELATION

- All cancellation must be made and confirmed by client's written email maximum 7 ( Seven ) days before the event.
- All deposits are non refundable.
- Client will receive a letter of Cancellation Acceptance from Bistro Baron.
- If a cancellation is made 24 hours prior to the function date, Bistro Baron will charge the client for a full amount ( 100 % out of the nominal from the quotation / contract ).
- All payment must be made by transfer or cheque, payable to PT PENNY ROOS



### **PEAK SEASON AND PUBLIC HOLIDAY**

20% surcharge will be charged on top of our regular price for New Year, Chinese New Year, Ramadhan & Idul Fitri, Christmas and other public holidays.

### **STAFF AND OVERTIME**

- Our staff will provide services according to the quantity of catering order.
- Standard working time for our service is 3 (three) hours.
- Any additional hours aside from our standard working time, will be charged separately.
- Request for additional staffing service, will be charged separately

### **EQUIPMENT AND KITCHEN AREA**

- Bistro Baron catering service provides glassware, cutlery, chafing dish, buffet table, standard decoration according to the catering order. Other requested is available upon confirmation and will be charged separately.
- The client / organizer are responsible for any damage done by the guest.
- Bistro Baron will require having a properly selected area for preparation and production for our kitchen team.

### **TRANSPORTATION**

Transportation will be charged for the event OUTSIDE of :

- Central or South Jakarta for the amount of Rp. 500.000,-
- Bodetabek ( Bogor, Depok, Tangerang, Bekasi ) for the amount of Rp. 1.000.000,-

### **BISTRO BARON CATERING SERVICE**

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