

Interviewing Caterers

Print a copy for each caterer interviewed.

Questions to ask a Caterer

Caterer's Name:

Contact Information:

How long have you been in business?

Where did you receive your training?

What are your specialities?

Do you work from a set menu/package? Yes No Can we request a specific menu? Yes No

Are you licensed to serve liquor? Yes No

Is the cost of service staff included in the price? Yes No

What will the servers wear?

Do you require a guaranteed number of guests? Yes No

When is the deposit due?

When is the balance due?

When is the final guest count due?

Have you ever catered a wedding reception at the reception site that we have chosen? Yes No

Are there any extra fees for any of the following:

Setup Charges Yes No

Cake Cutting Yes No

Linens Yes No

Corkage Yes No

Rental of Furniture Yes No

Bar Setup Yes No

Do you handle the cleanup and rental return? Yes No

Do you provide the flowers? Yes No

Do you provide the wedding cake? Yes No

Do you supply any of the following:

Linens Yes No

Silverware Yes No

China Yes No

Tables and chairs Yes No

Glassware Yes No