

CLIENT CATERED FOOD REQUIREMENTS

A Certificate of Insurance Policy is required from any Professional Licensed Caterer naming Avanté Banquets and Conference Center as additionally insured for \$1 Million Dollars, approved by Avanté Banquets

Avanté Food and Indemnification Liability Waiver is required to be signed by the Client(s), relinquishing any Liability from Avanté Banquets.

Caterers Current Health Permit, Health Inspection Report (includes Rating), Current Food Service Manager Certificate

MANDATORY AGREED UPON INSTRUCTIONS BETWEEN CATERER, VENUE AND STAFF:

Guest head counts will be taken during dinner and after dinner
Additional guests joining during & after dinner will be charged the applicable dinner, bar or beverage package per guest.

Usage of kitchen ovens and/or other kitchen equipment must be agreed upon in advance to ensure food is kept at required temperatures for health and safety purposes and listed on the indemnification agreement.

Caterer must provide all food service items, i.e., chafing dishes, utensils, kitchen uniform items, kitchen towels, etc. required to serve all food courses
with exception of plate ware, glassware, flatware and other items agreed upon in client's contract.
Avanté service equipment usage is prohibited unless agreed upon with Avanté in advance.

Client Coordinator to be responsible for full directives to food heating and service.
Staff must be informed in detail on all aspects of food service and requirements.

Kitchen / Site Set Up, Breakdown and Clean-Up Instructions
must be given in advance for proper execution of entire event.

Avanté Coordinators and Management to meet with Caterers and Clients upon final numbers given to review all aspects of event planning services. Event agenda, food prep, services, clean up, staff direction and instructions of food style being served, etc.

Off-Premise Caterers are to check into Avanté office upon arrival the day of the event.
Caterers are to provide their own carts and equipment, are responsible to unload all equipment thru the back of the building into the kitchen area, also check in with management, chef or lead captain and receive instruction from there. In addition, caterers' staff must check out with management to complete an exit inspection of the kitchen area prior to leaving.

A Final Inspection is Required Before You Exit the Property.

Caterers must display the following: "Caterers Current Health Permit and "Current Food Service Manager Certificate" for Lead kitchen Staffer on-site