

## Trails Club of Rossmoor Catering Contract

This contract is between the Trails Club of Rossmoor and Havana Catering  
(name of caterer)  
 Caterer Business Address: 2385 Pacheco Blvd Martinez 94553  
 Telephone: 925 899-0083 Contact Person: Joelle Scimia / Rachel Johnson  
 Email address: www.Havancatering.net

### Event Info

Trails Club Host making arrangements: Richard Kinsey  
 Host Telephone: 650 766-3069  Mobile or  Landline  
 Host Email: richkinsey@gmail.com  
 Event Date: July 18 probably not Hours: 6:30 PM to 7:00 PM  
 # of attendees expected: more than 125 Minimum # to guarantee contract: 50

### Deposit and Final Payment Info

Deposit Amount	\$ <u>          /          </u>	Deposit Due Date	<u>- / - / -</u>
Cost Per Person	\$ <u>see attached</u>	Last cancellation date	<u>7 / 15 / 24</u>
Delivery Charge	\$ <u>25.00</u>	Final Count due	<u>7 / 12 / 24</u>
Service Charge	\$ <u>          /          </u>	Final Payment due	<u>7 / 18 / 24</u>
Other Charges	\$ <u>          /          </u>	Description:	<u>see attached</u>

**Caterer: Please attach listing of food to be provided**

Cancellation Policy: listed on order - please see Attached

Caterer title/signature: Havana Catering /  Date: 4/25/24

Trails Club Treasurer Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Trails Club President Signature: \_\_\_\_\_ Date: \_\_\_\_\_