



### **Kings Catering North East Ltd**

Unit 19 Atley Business Park,  
North Nelson Ind. Est.  
Cramlington.  
Northumberland  
NE23 1WP  
Tel. 01670 732500

## **Delivery and Cancellation Policy for Finger Buffets**

Deliveries are made by our discreet, fully trained drivers in our refrigerated vans complying with Food Hygiene Laws 2006

### **Booking and Confirmation of Order**

- A 20% non refundable deposit is required to confirm booking and hold date
- Final numbers along with any dietary requests are required 21 days prior to function
- Your balance will then be invoiced less your deposit
- Final balance is due 10 days prior to function, to be paid in full
- Any hire of equipment is to be paid in full at the time of paying deposit
- Customers should be aware that any Kings Catering equipment left at an event remains their responsibility until collection by our staff. Loss or damage of plates, serving dishes, cutlery, glasses, linen and any other equipment of ours will be billed at replacement cost.

### **Delivery and Cancellation**

- Free delivery service for a minimum food order of £70.00 within a 10 mile radius.
- Orders less than £70.00 or over the 10 mile radius will incur a delivery charge, please call 01670 732500 or email [Cheryl@kingscatering.co.uk](mailto:Cheryl@kingscatering.co.uk) for details and price.
- All hired equipment to be packed ready for collection.
- Our drivers will liaise with you on delivery as to a suitable time to collect the equipment etc.
- Due to our production process, orders can only be cancelled if you inform us by 09.30 the day BEFORE the event. We regret that any orders cannot be cancelled after this time and will be delivered and invoiced as per usual.
- All deposits are non refundable unless otherwise agreed.
- **We understand that once you have placed an order with us that you understand the above cancellation policy.**

Note; A separate delivery and cancellation policy which cover Weddings, Hot Dinners and all Staffed Events can be downloaded from the website.

[WWW.kingscatering.co.uk](http://WWW.kingscatering.co.uk)

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