# Order form

Click on the appropriate icon to access our daytime menus (breakfast, coffee break, lunch), our evening menus (dinner, cocktail, reception) or our bar menus



Please complete the sections below and return both pages of the Order Form at least three (3) weeks before the event. Questions or other requests, contact: <u>info-mtl@maestroculinaire.ca</u>

### **IDENTIFICATION**

Name of the event	Booth number/Room number
Name of the on-site contact	Mobile number of the on-site contact
Company name	
Applicant's name	Phone
Adress	Email
City	Province

Country

 $Postal \ / \ ZIP \ code$ 

#### ORDER DETAILS

Delivery date	Delivery time	Pickup time	Quantity	Description	Unit price	Total price
				Pre	iminary total	
				Administra	tion fees 18%	
					Subtotal	
GST 5%						
					QST 9,975%	1
TOTAL						1

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## TERMS AND CONDITIONS

### Exclusivity

— Maestro Culinaire is the exclusive supplier of food services at the Palais des congrès de Montréal. It is strictly forbidden to bring food, drinks, sweets or any other articles of a similar nature to the premises.

### This includes bottled water.

Labor and equipment

- Unless indicated otherwise, prices include delivery and pick-up of orders only.
- It is possible to hire Maestro Culinaire staff in order to provide service at your booth. Hourly rate is \$58.00/hour, with a minimum of 3 consecutive hours.
- Maestro Culinaire does not supply tables, furniture or electrical outlets in your space (booth or meeting room).
  If required, please order directly with the Palais des congrès de Montréal. Fees will apply for any damage to Maestro Culinaire material or for equipment not returned/lost.
- Charges will apply for any damage to Maestro Culinaire's service material or for equipment not returned.

Billing and payment

- Prices are in Canadian dollars and subject to change without notice.
- Administration fee of 18% and applicable taxes are extra.
- $-\operatorname{Full}$  prepayment required upon receipt of the Order Form.
- No reimbursement should the order be cancelled 48 hours or less prior to the event.

# METHOD OF PAYMENT (Visa or Mastercard accepted)

By signing below, the customer agrees to pay total charges as specified on the catering contract as well as any applicable charges for additional items ordered on-site. Maestro Culinaire will also use this authorization for any additional charge(s) incurred as a result of order modification(s) by the on-site contact.

Cardholder (printed)

Card number

Security number (3 digits numbers)

Cardholder's signature

Expiration date

# Please return both pages of this order form by email to:

info-mtl@maestroculinaire.ca

You will receive an email confirmation within three working days of the request. Maestro Culinaire , Saint-Antoine Street West, 4th floor, Montréal (Québec) H2Z 2A7