



BOOKING CATERING WITH BROOKLYN BRAISED

WWW.BROOKLYNBRAISED.COM
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(908) 693-9096

COVID-19 GUIDELINES

- All Brooklyn Braised staff must wear masks

DAY-OF EVENT COORDINATOR SERVICE

- Fee is \$2,200.00
- Day-of Event Coordination—most useful for non traditional venues and DIY Weddings
 - Manage production logistics
 - Create and manage timelines
 - Manage **On-site** Vendors for arrival, set-up/breakdown, and performance
 - Manage Event and last minute changes

TASTINGS

- The Tasting Fee is a non-refundable \$250, included in the total cost of the event
- Tastings are done on our catering premises; scheduling will be done through event project manager
- Tasting are done on Mondays only
- Between 12PM-6PM
- Only 2 people are permitted to be present
- The tasting includes chef selections of five(5) menu item from the selected menu, emailed to client prior to tasting
- Tasting are reserved for the following
 - Weddings (must have 75 guest count guaranteed)
 - Private Live Events (must have 75 guest count guaranteed)



VENUE REQUIREMENTS

- Electric Outlets (up to 102 voltage)--minimum of 8 outlets
- Refrigerator (freezer is optional)
- If a refrigerator is not present, one is required to rent
- Sinks
- 3-compartment sink with running water
- Handwashing Sink
- Brooklyn Braised must tour the event space 2 weeks before the event
- Client must provide contact information for venue/facility manager and event planner (if applicable) at contract signing
- Client's Event Planner/Coordinator must provide "Run of Show" 5 days prior to event date

CLIENT IS RESPONSIBLE FOR THE RENTAL FEES OF THE FOLLOWING

- 1 Tabletop Convection Oven
- 1 Proofer Cabinet (Hot Box) with 40 Proofer Trays
- These items must be removed from the venue site by the rental company by 12am on your event date
 - [Big Dawg Party Rentals](#) and [Broadway Party Rentals](#) have relationships with Brooklyn Braised

ADDITIONAL RENTALS

- Clients who would like to rent china and flatware please budget \$25-\$35 per guest
- These items must be removed from the venue site by the rental company by 12am on your event date
 - [Big Dawg Party Rentals](#) and [Broadway Party Rentals](#) have relationships with Brooklyn Braised



PAYMENT METHODS

- Wire transfers
- Major credit cards
 - American Express
 - Visa
 - Mastercard
 - Discover

BROOKLYN BRAISED PAYMENTS

- Payment is due in full and contract signed immediately if the event is within 30 days of consultation
- If the event is outside 30 days, 50% deposit due at contract signing; remaining balance due 5 working days prior to event
- Tax deductible clients must present their form before an invoice can be generated
- The following fees are in addition to the total cost of the event
 - \$55 Delivery Fee (for drop-off events ONLY)
 - \$35 Set Up Fee (for drop-off events ONLY)
 - 18% Covid-19 Service Charge
 - 18% Gratuity
 - NYC Sales Tax

ADHERENCE TO EVENT TIMELINE

- We require set up 2 hours prior to the event start time
- A \$500 fee accumulates every 30 minutes that an event runs past the contracted end time.

DISPOSABLE CHINA AND FLATWARE

- Cocktail + Grazing Table Option
 - All vessels and silverware are included in pricing
- Signature plated, buffet, and family style events
 - Heavy grade plastic silverware and flatware are available at \$7 per guest
- Delivery Only
 - Covid-Safe disposable silverware, and environmentally safe plates and napkins are included in pricing

