



Big Daddy's Pty Ltd  
 Shop 2-3, The Alfred Hospital,  
 23-81 Commercial Rd Prahran, VIC 3181  
 Ph. 03 9076 8245 or Fax: 03 9076 8244  
 catering@thealfredcafe.com.au

INVOICE NO:

**DAY:**

**www.alfscafe.com.au**  
**Catering Request Form**

Catering Date: ..... Catering Delivery Time: ..... Collection Time: .....

Name: ..... Ph/Mob ..... Fax: .....

Company: ..... Department: .....

Invoicing Address: .....

Name of Function: .....

Cost Centre: ..... Email Address: .....

No. Attending: ..... C/C: ..... Exp Date: .....

Requirements: (Please write clearly)	Serves	Cost per serve	TOTAL

**DELIVERY INSTRUCTIONS:** **SUB TOTAL**

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**Authorization of Account**

Name: ..... Signature: .....

Position: ..... Date: .....

Cost Centre Manager: ..... Signature: .....

**TERMS & CONDITIONS**

**Payment Methods & Terms:** Payment is required prior to or on delivery unless authorized in advance. We accept cheque, cash on delivery, MasterCard, Visa & American Express. Or if you wish to pay by direct transfer, please contact the office for account details.

**Delivery:** A delivery fee applies based on location of function and size of order. Staff will return to collect platters at our earliest convenience. Alternative arrangements can be made if required. Alf's Café will deliver between the hours of 6:30 and 8:00pm Monday to Friday, and on arrangement on Saturday and Sunday. Deliveries required beyond these times may incur a surcharge.

**Broken or Lost Equipment:** All lost or broken equipment will be charged at customer's expense.

**Cancellation Policy:** Any cancellation must be made 24 hours prior delivery time.