



Cake Contract

Client Name:

Event Date:

Delivery (choose one): Yes ___ No ___

Event Address if applicable:

Delivery Time (usually 1-2 hours before event begins):

Day of Event Contact Phone Number:

Email Address:

Rental Items:

Cost:

Refundable replacement deposit in the case of item lost or damaged \$ _____ Paid

Payment Options

Payments can be made by Paypal, cash or check. Cash only accepted in person. Do not mail cash. For paypal, please request an invoice

Note: Checks must clear before payment is considered paid-in-full.

***Please read the attached contract for specific policies. All these policies may not apply to you (cake stands, delivery).**

For Office Use Only

Cake Cost:

Extras:

Delivery:

Total:

Deposit Paid
Final Payment due

Type:
Type:

Date:
Date:

Policies

Your order becomes reserved only when this cake contract is drawn up, signed, and a 50% (100% in the case the cake is booked less than one month in advance) booking retainer is received. The retainer is paid to reserve your date and is NON-REFUNDABLE in the event of a cancellation.

Cakes dates are first come first serve and we only do a limited number of cakes per week. However, if you need to change dates or move your event, please call us and we'd be happy to make accommodating arrangements at no charge. Deposits are required at the sole discretion of business name.

First Payment

Two months before your event date, 50% of your remaining balance is due. If you book your cake less than two months before your event date, your deposit plus your first payment is required.

Final Payment

The final balance is due two weeks before the event date. If your cake is ordered less than 1 month before the event date, the total amount is due immediately and your order will not be placed until payment is received. The cake will not be made if final payment has not been received. We are happy to accept payments on the final contract price - however, all monies must be received 2 weeks prior to the event or your cakes will not be made and all payments made will be non-refundable after the two-week lock-out date unless special arrangements have been made before hand.

Return Items

Please return any stands, plates, brooches or other decor to business name no later than two weeks after your event. A refundable deposit is required to rent items which equates to the cost to replace the item if it is lost/damaged or not returned within two weeks.

Cake Changes

Changes to your cake order: size, description, flavors, etc. will be accepted until 2 weeks prior to the event date. After that lockout date we cannot accept any changes.

Delivery and Set-up

Delivery and setup is required for all wedding cakes and for some multiple tier special occasion cakes. Delivery is a minimum of \$25 for cakes within a 25 mile radius of (insert business name). All other deliveries are \$2 per mile one way. If you want to pick up your cake, please make arrangements beforehand.

Cancellation Policy

In the event of cancellation: Cakes cancelled prior to the 14 day lockout date can be refunded up to 50% of balance paid. The 50% retainer will not be refunded. Cakes cancelled after the 14 day lockout date will not be refunded. In the event that something occurs to effect your scheduled event date - please contact us to discuss options. Communication is key, if you are up-front about any issues about your date we will work hard to accommodate you. We understand things can come up that are out of your control.

Our Guarantee

We promise to do everything in our power to deliver you a cake that exceeds your expectations. We will work with you on every level to make sure you are completely satisfied and happy with your cake.

**Please note that colors and design of actual cake may vary slightly from computer mock-up due to the nature of digital and edible components.*

Disclaimer

In the case of an emergency or an error in your cake delivery, please contact us immediately so we can fix the issue right away! If you are unhappy with your cake for any reason, please call us the day of your event and explain the situation. In the rare case that you are unhappy with your cake and would like a refund, you must call the day of your event so your cake can be returned.

Please call or email if you have any questions. (insert contact email and phone)

I have read to the above policies and agree to them

Signature _____ Date_____