

Catering Made Easy Terms & Conditions

Limitations of food and services available are the prerogative of UNI catering.

Departmental payments for services rendered will be transferred by the Controller's Office, with a copy to the client.

Prices are subject to change.

CateringMadeEasy personnel are not permitted to accept gratuities or gifts.

Delivery:

- Orders can be picked up or delivered on campus. The on campus delivery fee is \$10 per delivery. Orders over \$75 will have free delivery on campus.

Menu Changes or Substitutions:

- For events where 25 or less take out meals are ordered, additional sandwich choices may be available. Pricing will reflect the higher cost of the sandwiches selected and an additional \$10 fee per choice will be applied.
- Other menu substitutions may affect pricing dependent upon item requested.

Event Cancellation:

- If the order is cancelled with less than a 24 hour notice, you will be responsible for 100% of the bill.
- If the event is cancelled with less than one (1) week notice, but more than 24 hour notice, you will be responsible for 50% of the bill

Event/Order Changes:

- Any changes within 72 hour notice of the event may result in a fee.
- Costs for changes in service time will be billed at twice the cost of the actual labor.
- Administrative late fee will be applied for any increases in guarantee count after the guarantee date has passed. The fee will be calculated at 10% of the total bill and applied each time the number changes. There will be a minimum fee of \$35 per time applied.