|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Catering Form Template | | | | | | | | | | | | | | | | |
| **Customer Information** | | | | | | | | | | | | | | | | |
| Name: | |  | | | | | | | | | | | | | | |
| Phone: | |  | | | | | | | | | | | | | | |
| Email: | |  | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | |
| **Event Details** | | | | | | | | | | | | | | | | |
| Event type: | | |  | | Wedding | | | |  | Corporate | | | |  | Birthday | |
|  | | Graduation | | | |  | Anniversary | | | |  | Others | |
| Event Date: | | | |  | | | | | | | | | | | | |
| Event Time: | | | |  | | | | | | | | | | | | |
| Event Location: | | | |  | | | | | | | | | | | | |
| No. of guests: | | | |  | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | |
| **Please check the order type:**   |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | |  | For Pickup |  | For Delivery |  | On-site Catering | | | | | | | | | | | | | | | | | |
|  | For Pickup | | | | |  | For Delivery | | | |  | | On-Site Catering | | |
| **Order Details** | | | | | | | | | | | | | | | | |
| Desired time for pickup or drop-off: | | | | | | | |  | | | | | | | | |
| Delivery Address (*for delivery orders only*): | | | | | | | |  | | | | | | | | |
|  | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | |
| **Qty** | | | **Item** | | | | | | | | | **Notes** | | | | |
|  | | |  | | | | | | | | |  | | | | |
|  | | |  | | | | | | | | |  | | | | |
|  | | |  | | | | | | | | |  | | | | |
|  | | |  | | | | | | | | |  | | | | |
|  | | |  | | | | | | | | |  | | | | |
|  | | |  | | | | | | | | |  | | | | |
|  | | |  | | | | | | | | |  | | | | |
|  | | |  | | | | | | | | |  | | | | |
|  | | |  | | | | | | | | |  | | | | |
|  | | |  | | | | | | | | |  | | | | |
|  | | |  | | | | | | | | |  | | | | |
|  | | |  | | | | | | | | |  | | | | |
|  | | |  | | | | | | | | |  | | | | |
|  | | |  | | | | | | | | |  | | | | |
| <https://www.neworchards.com> | | | | | | | | | | | | | | | | |