



Catering Form

Contact Name:

Contact Information (phone number and/or email):

Date of Event: _____

Event Description:

Estimated number of guests: _____

Pick up or Drop off (if drop off is required, please include the drop off address - drop off is an extra charge. If picking up, please indicate which store location pick up you prefer - sometimes pick up is unavailable at our valencia location depending on order size and day of the week) **Circle One:** **PICK UP** **DROP OFF**

What time does your order need to be picked up/Dropped off by?: _____

Will you be needing a Barista(s) to stay and serve? If so, Please indicate the duration you would ask they serve at your event, including set up and take down time:

Please indicate what else you want with your order (no additional cost):

- | | |
|--------------------------------------|----------------------------------|
| <input type="checkbox"/> Sugars | <input type="checkbox"/> Napkins |
| <input type="checkbox"/> Creamers | <input type="checkbox"/> Lids |
| <input type="checkbox"/> Stir Sticks | <input type="checkbox"/> cups |

Any additional information you think we should know:

Ordering Tip:

1 gallon serves about 16 people, so take your estimated number of guests and divide by 16 to get your suggested number of gallons: _____

MENU

Specialty Drinks	Basic Drinks
Chai (alt. Milk available for extra Charge)	Hot Coffee (decaf available)
Hot Chocolate (alt. Milk available for extra Charge)	Cold Brew
Lemonade	
Latte (alt. Milk available for extra Charge)	

Please indicate which beverage(s) you are interested in and about how many gallons We will follow up with you with pricing to the contact information you provided us within 3-5 business days.
