

**ORDERING INFORMATION**

**BEVERAGE SERVICE** We can take care of everything for your beverage service! We'll provide the bar setup, experienced staff to handle bartending, and even purchase the beer and wine you select. Simply provide us with a list of your preferred drinks, and we'll handle the rest. After the event, we'll submit a receipt for reimbursement, this gives you control over your budget while leaving the logistics to us.

**STAFFING** Let us know the type of event, expected number of guests, and the specific roles you need filled (bartenders, servers, etc.). We'll match you with the perfect team: Based on your needs, we'll provide a qualified and professional staff to handle everything seamlessly. Easy booking and transparent pricing: Book your staff 10 days in advance and enjoy a flat rate of \$45 per hour-5-hour minimum, per staff member.

**ORDERING INFORMATION AND GUIDLINE**

We book based on first come first served. Once the delivery spots are filled, we stop taking orders. August through December 15<sup>th</sup> are high season, please book your events early.

**DELIVERY FEES:** corporate delivery fees (per occurrence), during business days/hours are determined by location- time of day- style of the event- group size.

**SUBSTITUTIONS:** we reserve the right to make substitutions when necessary. Prices are subject to change without notice.

**DELIVERY MINIMUM AMOUNT:** a minimum of \$300.00 PER DELIVERY per order (during weekdays) between 6:30 am to 5:30 pm. Please contact our office to enquire about private events minimum and terms of service.

**MINIMUM ORDER:** Monday through Friday 6:30 am to 5:30 pm \$300 per delivery  
WEEKEND ORDERS: by appointment only. A minimum of \$1500.00 in food items per order is required.

**CANCELLATIONS:** we prepare each order specific to each group. To cancel an order, please let us know at least 72 hours before the event (before 12:00pm) Full or partial charges will apply to the items that are already in production or have been purchased for your event. Rental orders, staffing or specialty desserts. will be charged in full.

**RENTAL,** linen, China, silverware, glassware, minimum order, delivery and setup fee,

**RENTAL ORDERS AND STAFFING,** no fees or charges if cancelled 10 days prior to the event date of your event,

**CONFIRMATIONS:** please review that everything in your order is accurate and confirm with us via email.

**PAYMENT:** We accept Visa, Master Card, and American Express (\*Amex payments incur in a processing fee). No card payment is accepted for events over \$1500. Please note: 3% processing fee will be added.

Check payments must be received within 15 days of the invoice date. Otherwise, the full amount due plus an additional late fee will be charged.

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Minimum order for delivery \$300

For custom menus, special events or dietary requirements, please send an email inquiry.

**ADDITIONAL INFORMATION,**

Our kitchen hours 5 am to 3 pm Monday to Friday, office hours 9am to 2pm Please place your orders by email @ [info@westfresh.com](mailto:info@westfresh.com) requests for deliveries, modifications or cancellations please contact us directly by phone 650-941-9888.

**PLEASE DO NOT EMAIL THE LASTMINUTE CHANGE OR REQUEST, WE ONLY CHECK EMAILS AFTER 1PM DAILY AND WE MAY MISS YOUR REQUEST. THANK YOU FOR YOUR CONTINUED SUPPORT, WE LOOK FORWARD TO BEING AT YOUR SERVICE.**

**Type of Cuisine:** California, Indo-European-Mediterranean, South American Mexican,

**Type of Catering Services:** Full-Service catering, we offer delivery and setup, quick drop off as well as pick-up.

**What types of meals we provide:** Breakfast, Lunch, Dinner, Reception Refreshments, Reception Dinner Combo

**What size events are you able to cater:** 15- to 1000 +

**Average Pricing:** The prices do NOT include tax or tip, we create custom menus that fit customer budget, dietary needs, and service style. Our menus are creatively designed to be delicious, featuring fresh, local, and seasonal items, all while remaining budget friendly.

**Breakfast:** \$16 per person

**Lunch:** \$18- \$26 per person

**Dinner:** \$26- \$50 per person

**Reception Refreshments:** \$20- \$40per person

**Reception Dinner Combo:** \$26- \$75 per person

**Type of food options provided:** Plant Based, Vegetarian, Halal, Kosher style, Gluten Free, Vegan, Gluten Allergy/ Celiacs. We work hard to prioritize ingredients sourced from local producers, focusing on seasonal products. Our Experience and knowledgeable cooks choose dishes with minimal waste and creatively utilize all parts of the ingredients. We have eliminated beef because of its carbon footprint and added many plant proteins and plant-based options instead. Appetizers, main courses, sides all options, complete vegetarian, vegan, gluten free menus available Having a diverse kitchen team with a range of cultural backgrounds is a huge asset and it has opened the doors to the world of delicious and unique plant-based choices for our customers.

**Type of single-use options:** no plastic bottled beverages, BPI Certified product, plant fiber, spuds ware. We only use single use boxes and trays only when a customer requests, otherwise everything is reusable.

**Food recovery program** for donating leftover food, we work with, an amazing local nonprofit organization managed by mother and son. Located in the city of East Palo Alto, <https://www.onyxxvillageconnection.org/>

**WestFresh is minority, woman owned family business. We support various social causes.**

**At Westfresh Catering sustainability is very close to our heart.** We love to source fresh, seasonal ingredients from local markets, contributing and supporting local farms, family-owned businesses. The food that you enjoy is not only delicious but also contributes and supports a sustainable clean food system. We limit our delivery zone to Stanford, palo alto, mountain view, Menlo Park. We chose these markets because we feel by reducing delivery distances minimize and reduce the impact of carbon emissions.

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