

INVOICE

NORTHWIND CATERING SERVICES

456 Culinary Avenue
San Francisco, CA 94105
Phone: (415) 555-7890
Email: events@northwindcatering.com
License #: SF-CAT-2024-789

BILL TO:

Wide World Importers
3210 Trade Center Drive
San Francisco, CA 94107

EVENT: Annual Company Holiday Party
EVENT DATE: December 15, 2024
INVOICE #: NWC-2024-445
INVOICE DATE: October 22, 2024
PAYMENT DUE: November 21, 2024
REFERENCE #: WWI-EVENT-2024

CATERING SERVICES

Service	Guest Count	Price per Person	Total
Premium Dinner Package	150	\$65.00	\$9,750.00
Open Bar (4 hours)	150	\$18.00	\$2,700.00
Appetizer Station	150	\$12.00	\$1,800.00
Dessert Station	150	\$8.00	\$1,200.00

ADDITIONAL SERVICES

Description	Quantity	Unit Price	Total
Event Coordinator	1	\$500.00	\$500.00
Additional Serving Staff	3	\$150.00	\$450.00
Linens & Table Setup	1	\$300.00	\$300.00
Audio/Visual Equipment	1	\$250.00	\$250.00

FOOD & BEVERAGE SUBTOTAL: \$15,450.00
SERVICES SUBTOTAL: \$1,500.00
SUBTOTAL: \$16,950.00
SERVICE CHARGE (20%): \$3,390.00
CA SALES TAX (8.75%): \$1,782.75
TOTAL AMOUNT: \$22,122.75

DEPOSIT PAID: \$5,000.00
BALANCE DUE: \$17,122.75

PAYMENT TERMS: Balance due 14 days prior to event
CANCELLATION POLICY: 30 days notice required