

TERMS AND CONDITIONS FOR CATERING, WEDDINGS AND LARGE EVENTS 2024

The following terms and conditions outline the basic agreement between La Van Mallorca S.L and our clients. While these terms are fundamental, they are not exhaustive and are intended to establish the fundamental aspects of payment and expectations between La Van Mallorca and our clients.

PAYMENT SCHEDULE:

- 1.1. To confirm and reserve the date of your event, La Van Mallorca S.L requires a 30% deposit of the total bill. Payment must be made within seven days of the invoice.
- 1.2. A further 30% is required three months before the date of the event.
- 1.3. Three weeks before your event, an additional 30% installment is required.
- 1.4. Within one week before the actual event, the remaining 10% is to be settled.
- 1.5. Events confirmed within one month of the event date require an 80% upfront payment, with the final 20% to be paid within five days of the event. This final 20% will be adjusted for last-minute changes, additions, or cancellations.
- 1.6. Events confirmed within four months of the date require a 75% upfront payment, with the remaining 25% due two weeks before the event.
- 1.7. Events confirmed within one week require full payment in advance.

MENU AND DIETARY REQUIREMENTS:

- 2.1. All allergies and dietary requirements must be communicated with as much prior notice as possible.
- 2.2. Changes to the menu up to one month prior to the event are allowed.
- 2.3. Any changes to the menu resulting in a change in price per person, which have not been previously agreed upon, will be billed separately. (For example; - kids menus, extra plates or different plates to original proposal)
- 2.4. Each style of service offered has costs associated with each style. Changes in service style after initial proposal will result in a change in price to accommodate these different associated costs.

CANCELLATION AND REFUNDS:

- 3.1. Cancellation must be made in writing.
- 3.2. The initial deposit is fully refundable if the event is canceled up to six months prior. Cancellations after this period are non-refundable unless the date can be re-booked. In such cases, the deposit is refundable in full.
- 3.3. All deposits are transferable to other dates if preferred.
- 3.4. Extreme circumstances are always taken into consideration.



PRE AND POST WEDDINGS:

4.1. Pre and post-wedding events require a 50% deposit for confirmation. The remaining 50% is to be settled one week before the actual event.

EVENT CHANGES:

5.1. Any changes to the event details (date, time, venue, menu) must be communicated to the catering company in writing at least 2 months prior to the event.

5.2. Additional charges may apply for significant changes to the event details made after the confirmation of the booking.

DAMAGES AND LIABILITY:

6.1. The client is responsible for any damages caused by their guests to the catering equipment or property during the event and it may result in further charges.

6.2. The catering company will not be liable for any accidents, injuries, or damages incurred by the guests during the event.

EXTRA EQUIPMENT AND EXTRA COSTS:

7.1. Any extra equipment, decor, or supplies needed for the event that are not readily available at the finca or the place of celebration must be communicated to La Van Mallorca in advance.

7.2. Depending on the layout the client wants to use for different ceremony parts, there may be a need for extra equipment or additional staff. In such cases, the client will be informed of these requirements and the associated costs before the event. These additional costs will be added to the final bill and must be settled as per the payment schedule outlined in section 1 of these terms and conditions.

ACCESS TO THE FINCA FOR SET UP AND CLEANING OF EVENT:

8.1 Access to the finca is necessary on the day before the ceremony for setup and the day after the ceremony for cleanup.

8.2 It is imperative that the finca management or responsible parties are made aware that this access is compulsory for La Van Mallorca to offer a proper and professional service.

8.3 Failure to provide the necessary access for setup and cleanup may result in limitations to the services La Van Mallorca can provide, and the client shall not hold La Van Mallorca responsible for any resulting inadequacies as a result of these limitations.

By proceeding with the booking, the client acknowledges that they have read, understood, and agreed to these terms and conditions.



MAX LAWRIE

ADMINISTRATOR

LA VAN MALLORCA SL

