

# Ann's Catering

2922 Domingo Avenue, Berkeley, CA 94705 ▪ Phone: 510-649-0869 ▪ E-mail: [anns-catering@sbcglobal.net](mailto:anns-catering@sbcglobal.net)

## ~ Order Request Form ~

**Email your completed form to [anns-catering@sbcglobal.net](mailto:anns-catering@sbcglobal.net) or fax to 510-649-8568.  
If you do not receive an email confirmation, your order is not confirmed.**

Customer Name:		Today's Date:	
Company / Institution / Dept:		Phone:	Phone (day of event):
Delivery Address:		E-mail / Fax:	

(include nearest cross street, access challenges, stairs, etc.)

EVENT DAY & DATE		REQUESTED ½-HOUR DELIVERY WINDOW -or- PICK UP TIME	EVENT START TIME	
Quantity	Size	Platter Description <small>(please use the names of the platters as they appear on our catering menu)</small>	Unit Price	Total Price
		<i>single service items</i> (plates, napkins, eating utensils and serving utensils)?	\$1 per person	

CC # Expiration Date: Billing Address: Security code: <b>We will charge your credit card 2 business days before the order date.</b>	Delivery Charge:  Subtotal:  Gratuity:  <b>TOTAL DUE:</b>
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For established corporate / institutional customers only: **INVOICE ME**