Phone: 07791 266426 Email: [villagegreenbakes@gmail.com](mailto:villagegreenbakes@gmail.com)

**Contract Terms & Conditions**

Customer Name: .............................................................................

Customer Address: ....................................................................................................................

....................................................................................................................................................

Contact Tel No: ................................. Contact Email: .............................................................

Delivery Address: ......................................................................................................................

....................................................................................................................................................

Occasion: ...................................................................................................................................

**Cake Details:**

Size of Cake: Number of Servings:

Toppers/Decorations: ...............................................................................................................

....................................................................................................................................................

Cake Colours/Themes: .............................................................................................................

....................................................................................................................................................

Cake Flavour(s): ........................................................................................................................

....................................................................................................................................................

Cake Filling Flavour(s): .............................................................................................................

....................................................................................................................................................

Cake Stand: ................................................................................................................................

Other information: ....................................................................................................................

Cake Description: .....................................................................................................................

....................................................................................................................................................

....................................................................................................................................................

Notes/Sketches:

**Costings:**

|  |  |
| --- | --- |
| Cake Price: |  |
| Delivery Costs: |  |
| Total Due: |  |
| Deposit Paid: |  |
| Full Payment Due By: |  |

Date Ordered: ........................................ Delivery Date: ..........................................................

This is an agreement between ............................................................ (hereafter referred to

as “Cake Customer”) and ...................................................................... (hereafter referred to

as “Cake Decorator”).

As your Cake Decorator, I agree to deliver the above mentioned cake in a timely and mutually agreed upon manner. Contingent on the following conditions:

1. A deposit of 50% is required to confirm order and contract for the above described services. The remaining balance will be due two weeks before the delivery date. Any changes to this order must be made at least two weeks prior to delivery/collection.
2. Deposits are non-refundable and non-transferable.
3. If the cake is collected, it is the Cake Customer’s responsibility to ensure the safety of the cake until it reaches its required destination. The Cake Decorator cannot be held liable for any damange to the cake after it has been collected.
4. If fresh flowers are to be used on the cake, it is the responsibility of the florist to determine flower safety and safe food practices and not the Cake Decorator.
5. It is the responsibility of the Cake Customer to advise the Cake Decorator of any known allergies to any ingredients that may be used in the cakes. Cake ingredients of machinery may come in contact with nuts, milk and wheat products. Allergen information is provided with all orders.
6. In the very unlikely event of severe medical, natural or other emergencies, it may be necessary to retain an alternative Cake Decorator. We will make every effort to secure a replacement cake designer. If such a situation should occur and a suitable replacement is not found, responsibility and liability is limited to the return of all payments received for the event.
7. The Cake Customer agrees that there will be no order changes to the cake request prior to two weeks before the delivery date.
8. In agreement to the above mentioned terms of the Cake Customer and a representative of the Cake Decorator sign below:

......................................................................................... Date: ................................................

Signature of Cake Customer

......................................................................................... Date: ................................................

Signature of the Cake Decorator