

MILSEAN FRESH and MILSEAN FRESH CAFÉ

Milsean Fresh and Milsean Fresh Café are happy to offer catering services throughout Langley Memorial Hospital and its on-site neighbouring buildings.

We offer a great selection of beverages, sandwiches and savories, healthy salads, fresh fruits & veggies, breakfast sandwiches and pastries, and cookies and dessert squares.

We can also accommodate customers with dietary and allergenic needs.

Do you have an upcoming special event or celebration?

Please contact our Tea Shoppe location us at 604-856-5810 to order your custom cakes.

CATERING TERMS AND POLICIES

MINIMUM ORDERS:

Beverage Service Only	\$25.00
Food & Beverage Service	\$45.00
Rush Service	Additional \$25.00

For orders not meeting the \$ minimum, please purchase directly from our Milsean Fresh (main lobby) or Milsean Fresh Café (Level 0) locations. Choose from our daily offerings. Less than minimum orders are for pick up only. Note for orders requiring invoicing that do not meet the \$ minimum, a \$12 admin fee will be added to the order total.

SERVICE OPTIONS:

Our business office hours are Monday through Friday 8:00 am to 3:30 pm (closed Stat Holidays).

Regular Service

We require 48 business hours' notice prior to the Delivery Drop-Off Time on the day of the event, as noted on your order sheet.

Rush Service

For those needing a last minute order, we are happy to offer this Rush Service. Orders received less than 48 business hours prior to the Delivery Drop-Off Time will be reviewed to determine if order can be accomodated. If we are able to accommodate order, a Rush Order Fee of \$25 (plus tax) will apply.

CANCELLATION POLICY:

We require 48 business hours' notice of cancellation without charge.

Any orders cancelled under the required 48 business hours' notice, including Rush Orders, will be subject to charge of 50% of the total order (before tax).

RETURN POLICY:

A list of ***Items to be Returned*** will be provided with each order (example, coffee urns, platters, serving tools, etc.) Items not returned will be sugject to charge.

BILLING & PAYMENT:

For orders over \$200, we will require a deposit of 50% of the order total.

Orders meeting the \$ minimum will be invoiced by our Admin Office. Payment arrangements will be made with our Admin Office staff.

Orders under the \$ minimum that require invoicing will be subject to a \$12 admin fee.

We accept Cheque, Visa, Mastercard and American Express.

I acknowledge and accept the Catering Terms and Policies

Signature

Print Name