



Catering - Request Form

Please type in your responses, save the form & email it to michele@thegrilledcheesetruck.com.

START times: 12pm, 12:30pm, 1pm, 6pm, 6:30pm, 7pm or 10:30pm

CLOSED: on all major Holidays, Sundays & Mondays

Today's Date/Day:

EVENT NAME:

EVENT DATE & DAY:

TIME (2 hour time frame):

CONTRACT NAME :

(Must include Person's name who will be signing)

CONTACT NAME:

CONTACT NUMBER (Mobile/day of event):

ALTERNATE NUMBER(please specify):

ADDRESS (Billing):

ADDRESS (Event Location):

ATTENDANCE: (cannot be decreased):

MENU (cost & description):

PARKING ARRANGEMENTS:

Truck Minimum Order Guarantees (based on a two hour time frame)

\$1000 for all daytime events Tuesdays through Thursdays ending before 8 pm

\$1500 for all evening events Tuesdays through Thursdays ending after 8 pm

\$1500 for daytime events on Fridays & Saturdays ending before 8pm

\$ 2000 for all evening events Fridays & Saturdays ending after 8pm

(15% non-refundable service charge & travel fees, if applicable, applies)

(please do not write below this line, for office use only)

___/___ Event day & date	sale:	\$ _____
I, P, C Event placed on TGCT™ Calendar	15%sc:	\$ _____
___/___ Contract & CC auth. Form sent ___cal.	9.75%tax:	\$ _____
___/___ Contract received (executed)	total:	\$ _____
___/___ Countersigned contract sent	travel:	\$ _____
___/___ Deposit received \$ _____ cal.	grand total:	\$ _____
___/___ Paid in Full, Balance due: \$ _____ cal.		
CC on File: YES or NO		
___/___ Details --> Event Contact & Truck Manager: _____		
circle all that apply: Private / Open to Public / Twitter / Blog		
___/___ Notify Website/Pertinent staff, Special Notes: _____		
___/___ Event follow up: _____		
15% Service Charge: \$ _____ \$ _____		

The Grilled Cheese Truck

Catering Information

(Minimums, Menu, Parking and Other)

Days of Operation

Melting from Tuesday - Saturday

Chillin' on Holidays, Sundays & Mondays

Call for availability on our off days. Prices may increase on these days.

Event Start Times

Between 12-1pm, 6 -7pm or at 10:30pm

(We will usually arrive 45 min. prior to the event for set up.)

Truck Minimum Orders (All Prices based on 2 hours of food service)

Between \$1000 and \$2000+ depending on the date/time and length of your event.

Please note: For events longer than two hours, the minimums & charge per person will increase.

Guaranteed Parking

CLEARANCE:

approximately length: 30 feet, height: 25 feet, width: 15 feet weight: 15k lbs)

1. Private parking area or

2. Street parking (at least 200 feet from food establishments & 500 feet from schools)

TRUCK DIMENSIONS (trucks vary, please see above clearance needed):

Approx: length: 25' height: 14' (open top) 12.5' (closed top) width: 13 _' (side to side width, door panels open) 10' (closed)

Client must verify that we are allowed to park at the event location site. If, for any reason, The Grilled Cheese Truck is unable to park at the event, all monies for the event, in full, will be retained by The Grilled Cheese Truck™.

The Grilled Cheese Truck™ trucks cannot drive up hills with a 30% grade or higher.

Menu Packages

Continuous Melting 1 (choice of 3 Melts from Menu A)

\$12 per person

Continuous Melting 2 (choice of 4 Melts: 2 from Menu A and 2 from Menu B)

\$15 per person

Continuous Melting 3 (choice of 5 Melts: 3 from Menu A or B and 2 from Menu C)

\$18 per person

*Custom Menus and Melts available at a price to be determined

*all menu items are subject to change due to availability

Due to the style of our caterings, to-go orders are not allowed.

The Grilled Cheese Truck

Current Menus

Menu A

Plain and Simple Melt

(chose one; additional cheeses pp \$1 each)

*American
Cheddar
Jack
Gouda
Mozzarella*

Mom's Melt

*Cheddar, Smoked Ham (or turkey)
and Sliced Tomato*

Smokey Melt

*Smoked Gouda, Bacon (or Smoked
Turkey), and Tomatoes*

Harvest Melt

*Gruyere , Roasted Butternut
Squash, Fresh Thyme, Agave and
Balsamic Syrup*

CAB Melt

*Sharp Cheddar, Crisp Apple and
Bacon*

Nummy Melt

*Cream Cheese, Peanut Butter, and
Banana or Fruit Preserves*

Dessert!

FlufferNutter Melt

Marshmallow and Peanut Butter

Menu B

Plain and Simple Melt

(chose one; additional cheeses \$1.50 pp each)

*Havarti
Brie
Fresh Mozzarella*

Cheesy Mac Melt

*Sharp Cheddar with Southern
Macaroni*

(add smoked BBQ pork \$1 per person)

Caprese Melt

*Fresh Mozzarella, Tomatoes and
Fresh Basil with a Balsamic Syrup*

Brie Melt

*Triple Cream Brie,
seasonal fruit and matching herbs*

Havarti Melt

*Havarti, Grilled Lemon Chicken and
artichoke pesto*

Goat's Melt

*Goat Cheese, Arugula, Sliced
Tomatoes Roasted Garlic Spread
and Balsamic Syrup*

Pretzel Melt

*Sharp Cheddar, Genoa Salami and
Spicy Mustard on Pretzel Bread*

Dessert!

MBP Melt

*Marshmallow, Roasted Banana Puree
and Peanut Butter*

Menu C

Plain and Simple Melt

(chose one; additional cheeses \$1.50 pp each)

*Goat Cheese with honey
St. Agur Bleu with quince paste
Fontina
Manchego*

Cheesy Mac and Rib Melt

*Southern Macaroni, smoked BBQ
pork and Sharp Cheddar*

Bleu Melt

*Bleu Cheese, Roasted Figs and
Prosciutto de Parma*

Caprese Melt

*Fresh Mozzarella, Prosciutto de
Parma, Tomatoes and Basil with a
Balsamic Syrup*

'Shroom Melt

*Fontina, Sautéed Wild Mushrooms,
Baby Spinach and Truffle Oil
(add \$1)*

Man 'o Manchego Melt

*Manchego, Jamon Serrano
and Fig spread*

Dessert!

Hawaiian Melt

*Nutella, Marshmallow and
Roasted Banana Puree
On King's Hawaiian Bread*

Apristashio Melt

*Goat Cheese with Vanilla Poached
Apricots, pistachios and honey*

The Grilled Cheese Truck Current Menus (additions)

Additional Costs and Options:

\$3 per person for Tater Tots

\$2 per person for Tomato Soup

• \$4.50 per person for both, Tots and Soup

\$2 per person for drinks (soft drinks & water)

\$2 per person for any events ending after 9pm

• Vegetarian and Vegan options available at prices to be determined

* Prices & Minimums are subject to change, at anytime at TGCT™'s discretion



Catering FAQ 's

Days of Operation: Tuesday - Saturday Closed: Holidays, Sundays & Mondays

Event Start times: 12pm,12:30pm,1pm, 6pm,6:30pm,7pm or 10:30pm (we arrive 30 min. prior to the event to set up)

Does TGCT cater for weddings? What other events does TGCT cater for?

Absolutely, We love sharing our tasty Melts at every occasion! We also cater on Film Television & Commercial Sets, Film Festivals, Birthdays, Parties, Church Gatherings, Tastings, Meetings or any Special Event!

How much is TGCT service charge? Should I pay separately for gratuity?

Service charges typically run from 10%-20% for catered events. Our current service charge is 15% for any order of \$100 or more. Gratuity may be added or given at the time of the event, at your own discretion.

What is the travel fee for & how is it determined?

The travel fee makes it possible for us to provide (labor & utilities) service to your area. If the event is within 8 miles of our downtown location, the travel fee is waived & anything beyond that we charge per mile.

Do I need to provide a permit for TGCT to cater my event?

If you are located in LA, you will not need to obtain a permit. Outside cities may require \$90-\$350 in permit fees, unless we will be parking on private property (in which case, permits may not be required). Please check with your city for its requirements.

I have filled out the Catering Request Form, does this mean I have booked the event?

No, it is just a Request, in order to secure your event you would need to sign the TGCT™ Contract & pay the 50% deposit.

Can I do a pick up order from the truck?

At this time we're not accepting pick-up orders.

The price quotes have gone up since the last time we talked, can you honor the old prices?

Unfortunately, unless a contract is signed by both, TGCT & the client with the old prices, we must adhere to current prices.

Do you require a minimum order? Can I pre-order a fixed amount of food & serve them in chaffing trays?

Yes, our minimum food orders are ~\$1000-\$2000+. Although **TheBig Cheese** does not recommend chaffing trays, as the food taste best hot off the TGCT griddle, you may do whatever you like. We do not, currently, provide chaffing trays.

Do we need to provide our own trash cans, plates, utensils and napkins? Yes!

How far in advance should I book a TGCT event? How do I go about booking an event? When is the total due?

Catered events must be booked by Friday, 12noon, the week prior to the event. To book/secure a date, we would need both a signed/ initialed Contract & a Deposit. Please email a completed Catering Request form so we can draw up a contract for you. The total, in full, is due via Credit Card two business days (no later than 48 hours) prior to your event, or by Cash on the day of your event (before doors open). Checks will only be accepted 10 DAYS PRIOR (to allow for clearance).

Is the Deposit refundable?

TGCT™ requires a 50% deposit to secure any event. If your event is cancelled:

- If canceled 30 or more days prior to the event date, the full deposit will be refunded
- If canceled 15-29 days prior to event, ? of the deposit will be refunded
- If canceled 4-14 days prior to event, the full deposit will be retained by TGCT™
- If canceled 3 days or less prior to the event, the full amount of the event will be retained / owed to TGCT™

What form of payments do you accept?

TGCT accepts cash, credit cards (via PayPal) cashier & personal checks (checks must be received 10 business days prior to the event for clearance, payable to: The Grilled Cheese Truck \$35 charge for any bounced / returned checks.