

MY wedding GUIDE



Wedding Catering Planner

Congratulations on your engagement!

Here's a handy checklist to help you plan your big day.

Don't forget, you can find everything you need on My Wedding Guide!

[Website](#) | [Facebook](#) | [Instagram](#) | [Facebook Group](#)

Approximate number of guests:
Notes on menu selection:
Appetizers I'd like to serve:
Entrées I'd like to serve:
Sides I'd like to serve:
Desserts I'd like to serve:
Beverages I'd like to serve:
Other menu ideas:

Caterer 1:	Caterer 2:
Contact Name:	Contact Name:
Appointment Date & Time:	Appointment Date & Time:
Address:	Address:
Phone:	Phone:
Email:	Email:
Website:	Website:
Proposal Price:	Proposal Price:
Notes:	Notes:

Caterer 3:	Caterer 4:
Contact Name:	Contact Name:
Appointment Date & Time:	Appointment Date & Time:
Address:	Address:
Phone:	Phone:
Email:	Email:
Website:	Website:
Proposal Price:	Proposal Price:
Notes:	Notes:

Chosen Caterer:
Contact Name:
Appointment Date & Time:
Address:
Phone:
Email:
Website:
Proposal Price:
Notes:
Total cost (include all discussed services and fees):
Deposit amount and date paid:
Balance amount and due date:
Reserved date and hours:
Cancellation/Refund Policy:
Final Catering Package: