

Catering Service Assessment Report

Basic Information

Event Name

Date of Assessment

Assessor Name

Client/Company

Service Overview

Description of Catering Service

Service Type (e.g., Buffet, Plated, Cocktail)

Number of Guests

Location / Venue

Assessment Criteria

Criteria	Score	Remarks
Food Quality		
Presentation		
Punctuality		
Staff Professionalism		
Cleanliness		
Responsiveness		

Overall Feedback

Recommendations

Assessor's Signature

Date