

Catering Services Vendor Agreement Sample

This Catering Services Vendor Agreement (    Agreement  ) is made and entered into as of **[Date]** by and between **[Client Name]**, with address at **[Client Address]** (    Client  ) and **[Vendor Name]**, with address at **[Vendor Address]** (    Vendor  ).

1. SERVICES

Vendor agrees to provide catering services as described in **Exhibit A** (the     Services  ) at the event location at **[Event Address]** on **[Event Date]**.

2. COMPENSATION

Client shall pay Vendor **[Total Fee]** upon completion of Services, subject to any deposit and payment schedule outlined in Exhibit A.

3. TERM & TERMINATION

This Agreement commences on the date above and shall terminate upon completion of the event, unless terminated earlier by either party with written notice according to the terms herein.

4. VENDOR RESPONSIBILITIES

1. Provide all food, beverages, utensils, and service staff necessary for the event.
2. Comply with all applicable health and safety standards.
3. Arrive at the event location on time for setup and breakdown.

5. CLIENT RESPONSIBILITIES

1. Provide access to the event venue as required by Vendor.
2. Communicate guest counts and dietary restrictions in advance.

6. INSURANCE & LICENSES

Vendor shall maintain all required licenses and insurance coverage during the event.

7. INDEMNIFICATION

Each party agrees to indemnify and hold harmless the other party against any damages or liability arising from their own negligence or willful misconduct.

8. MISCELLANEOUS

- This Agreement contains the entire understanding between the parties.
- No modification shall be valid unless in writing and signed by both parties.
- This Agreement is governed by the laws of [State].

IN WITNESS WHEREOF, the parties have executed this Catering Services Vendor Agreement as of the date first above written.

Client Signature

Date

Vendor Signature

Date
