

PCS Event Productions LLC

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BILL TO

BGG Engineering

SHIP TO

The Vintage Observatory
300 SW 18th Terrace Rooftop
Miami, FL 33129

INVOICE 3588

DATE 10/18/2024 **TERMS** Deposit/ BAL
due 5 days prior

DUE DATE 12/06/2024

SHIP DATE

12/13/2024

SHIP VIA

Delivery

SALES REP

BA

ACTIVITY

AMOUNT

Event Description

HOLIDAY PARTY
December 13, 2024 (Friday)
Time 12 PM to 5 PM

0.00

Custom Package

CUSTOMIZED HOLIDAY CATERING PACKAGE
Based on 150 guests @ \$79.95/pp

11,992.50

BAR/ BEVERAGE STATION

Bar station with glassware (wine, beverage, champagne flute), bar equipment, assorted sodas (Coke, Diet Coke, Sprite, ginger ale, tonic, club soda), still & sparkling water, fruit garnish, ice, coolers and tray jacks for used glassware.
- 2, Professional Bartenders
- Venue will provide the alcohol

BUTLER PASSED HORS D'OEUVRES (3)

Passed for 45 minutes, by uniformed servers. Modern platters, greenery and holiday accents.
- Chicken Corn empanadas, mole verde
- Churrasco and prosciutto skewers
- Mediterranean grilled Octopus

ENHANCEMENT STATIONS

Based on 60 guests each, with attendant for service

SUSHI

Assortment of California, Tekka, Rainbow, Tempura, & Salmon Cream Cheese Rolls.
Served with wasabi, soy sauce & pickled ginger.

TAVOLA RUSTICA

Attendant to offer guests an *individual wood board* and serve their selection of the following:
Domestic and Imported Cheese display with fresh seasonal fruit & berries. Served with English crackers & sliced Baguette., 150 @ \$79.95

ACTIVITY	AMOUNT
Custom Package CUSTOM CATERING PACKAGE (Continued)	0.00
DINNER	
An elegant multi-level buffet presentation with tables, floor-length linens, white china dinner plates, warmers, premium chafing dishes, heat lamps, and candle decor.	
- Service staff to assist in serving the guests.	
MENU	
SALAD: Fresh Garden Salad	
Mixed greens with cherry tomatoes, english cucumbers, red onion, shredded carrots, and foccacia croutons.	
Dressings:	
Balsamic viniagrette and Peppercorn Ranch.	
BREAD: Petit pain and Baguette	
3, MAIN COURSE	
CARVING STATION	
Beef Tenderloin with sauces.	
Cabernet reduction	
Sauteed mushrooms	
-Grilled Guava & Rosemary Chicken	
- Sweet spicy Orange pan-seared Atlantic Salmon	
5, SIDES	
- Rustic Yukon butter Golden Mashed Potatoes	
- Basmati Wild Rice	
- Mediterranean grilled vegetables	
- Lemon-Scented roasted asparagus with extra virgin olive oil	
- Brown-sugar baked sweet Plantains	
SERVICE: Five Professional servers	
PCS Culinary Staff to prepare in kitchen area on-site.	
PASSED MINI DESSERTS	
Godiva chocolate brownies, tiramisu parfaits and key lime tarts	
Staff	1,884.33
Event Production / Staffing/	
18% Service	
(1 Chef, 2 sous chef, 2 bartenders, 5 servers)	
Includes:	
- PCS Event Trucking Delivery & Set-up of all materials and equipment	
- Professional Culinary & Kitchen staff on-site	
- Professional Uniformed Wait Staff	
- Walk-through of chosen site for floor plan and adjustments	
- Set-up of stations	
- Waste containers and removal of garbage	
- Constant maintenance of area for cleanliness	
- Cleaning crew upon completion	
- Certificate of Insurance with the event site as additional insured, 1 @ \$1,884.33	

ACTIVITY

AMOUNT

Contract Terms - Event

0.00

A 25% Deposit is required to reserve event date and services. A final guarantee of guest attendance is required 10 days prior to event along with information for vendor contacts, color choices, final menu and any other details necessary for planning proper execution of said event. Balance will be adjusted accordingly and is final.

BALANCE IS DUE ON 12/06/24. Credit card payments are subject to a 4% merchant processing fee. Client is responsible for replacement fees of damaged or broken items (i.e. linens, decor, glassware, furniture etc.) Please take precaution as candle wax causes permanent damage to linens. PCS is not responsible for damages incurred by guests at the event.

Additional fees may apply due to re-arrangement of floor plan, distances for load-in and load-out and/ or logistics due to severe weather conditions. It is the clients responsibility to address any possible weather conditions prior to the day of the event, either by securing a tent(s) with PCS or another vendor. PCS will not be held responsible for delays in set-up or inability to use decorative items due to inclement weather. Credit will not be given for unused items in contract due to weather, tardiness on behalf of the client/ guests or lack of attendance.

Due to climate/ seasonal changes and unforeseen circumstances of transportation/ delivery from other countries for flowers, PCS Events cannot guarantee flower varieties. If any situation should arise where the flower(s) chosen cannot be met, PCS Events will substitute a variety that is as close in color, style and cost as possible to that on the invoice.

Client agrees to indemnify and hold harmless Contractor and its employees, agents and independent contractors for any injury, property damage, liability, claim or other cause of action arising out of or related to services provided herein. PCS will not be held liable for any subsequent outbreaks after event as related to COVID. Service staff will abide by code at the time of the event. Gloves will be used by food handlers and safe hand washing procedures.

Contract Terms - Event

0.00

Cancellations will be accepted by letter or e-mail only. In order to receive a 50% refund, cancellation must be received 30 days prior to the event. Remaining credits will be refunded. Sales taxes, cost of special orders and credit card processing fees may apply. PCS Event Productions LLC shall not be held liable for damages for this agreement nor any delay, default or inability to perform the services of said agreement if such default, delay or inability is caused by events beyond such party's reasonable control including, but not limited to, acts of God, regulation or law or other action of any government or agency thereof, war or insurrection, civil commotion, venue cancellation or destruction, destruction or malfunction of production facilities, transportation or materials by earthquake, fire, flood or storm, labor disturbances, mechanical, epidemic, or failure of suppliers, public utilities or common carriers. In such an instance, PCS Event Productions LLC will retain deposit and cost of any special orders for the event. All other credits will be refunded. PCS Events reserves the right to cancel an event 7 days prior to a possible natural disaster or within 10 days of such circumstance. In such case, a full credit will be granted to the client to re-schedule to an open calendar date. Holidays do not apply.

PCS Events is a professional event service company with staff trained in restaurant/hospitality and the event industry. Family members and/or friends cannot be assigned to oversee or assist in event preparations/ execution on behalf of the staff.

Fees apply for Set-up, allocated event hour(s), 1 hour breakdown subject to walk-through of site. Should the event run longer than the proposed hours, an overtime fee of \$600/hr. will apply.

Please allow for 7% Sales Tax added upon guest guarantee.

WE LOOK FORWARD TO WORKING WITH YOU!

THANKS FOR YOUR BUSINESS

PCS EVENTS 14182 SW 139 CT. MIAMI, FL 33186
(305) 223.3361 MAIN LINE / (305) 233.3202 FAX

TOTAL DUE

\$13,876.83