



CATERING POLICIES

Menu Selection

All menu selections, guest count, or special requests are to be finalized no later than two weeks (14 days) prior to your event date. Woodhouse prides itself on sourcing the best local and seasonal food for your event and must have adequate time to do so in order to guarantee the best meal and presentation possible.

Reserving a Date & Deposits

Your initial inquiry will be penciled in, but is still open and available to further inquiries until the date is secured. Once you finish making any necessary adjustments and approve the order, you can secure your event with a 30% deposit. A non-refundable 30% deposit secures your date and our services and is based upon the guaranteed minimum guest count/price indicated on your event sheet. The deposit will be applied toward the final total bill. Your minimum guest count is not eligible for a reduction in guests beyond two weeks (14 days). Guest count and menu customizations must be finalized two weeks (14 days) prior to the event. All full-service caterings require at least one staff member to oversee the event for a minimum of four hours. The final total bill does not include gratuity.

Tastings

After reviewing your cost sheet and customized menu, we are more than happy to schedule a tasting with you! Our tasting schedule is Monday - Wednesday, 11:00 am - 3:00 pm. This is a great time to finalize food selections, timeline, rentals, and more. At the tasting, if you decide to secure your event with us via a 30% deposit, the tasting is free. Otherwise, you will be responsible for the cost of food and labor to prepare it. Tastings start at \$25 per person which is due at the time of booking and vary based on menu selection. Upon booking, please let us know how many guests will be joining you at the tasting and what items you would like to try. At a tasting, we will allow clients to try up to four entrees, four sides, and four hors d'oeuvres. We only taste clients on salad and bread by request. We also do not taste clients on simple items such as fruit/vegetable/cheese displays, or other similar items.

Dietary Needs

Please advise Woodhouse in advance of any allergies or dietary restrictions your guests may have. We also have the knowledge and resources to provide special request menus, such as vegan, vegetarian, gluten-free, sugar-free, lactose-free, and more. We can create a delicious custom menu for you and your guests, regardless of any dietary restrictions.