

## Services, Delivery, and Special Requirements

### Delivery and Pick Up

SJI can deliver your order, set-up, and pickup serving dishes/warmers at the end of your event. The delivery costs are as follows:

Edmonton Area: \$80

Outside Edmonton Area: \$150 plus \$0.25/km

There may be an additional charge for delivery required outside of business hours and on weekends.

### Set Up

SJI can set-up and take down the food service station and the cost of staffing will be quoted separately at \$20/hr per staff at a minimum of 4 hours per event. Hours may vary depending on the catering style requested by the client and the number of guests to be served.

### Plates, Cutlery, Serving Utensils and Chafers

We can provide disposable or real dishware, plates, cutlery, and cups for your event. Price may vary depending on the category of the items. Just email or talk to our events manager.

### Special Requirements and Dietary Restrictions

Since all of our catered food is made in-house, SJI can accommodate many allergies and dietary restrictions. Please let us know about any special requirements or needs at the time of ordering and we will do our best to accommodate you.

### Staffing

SJI has staff available for bartending and serving – if you require a bartender or server for your event, the hourly charge is \$25 for bartender and \$20 for server.

### Cancellation Fees

A 50% cancellation fee will be applied if the catering is cancelled with less than 72 hours' notice. Cancellations that occur within or less than 48 hours' notice will be charged a 100% of the total catering costs.

### Special Requests

If your organization has a specific budget and would prefer that we tailor a menu to that budget, please let us know.