

Belmont Town Restaurant & Catering Inc.

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REQUIRED FOR CATERING SET UP: BUFFET STYLE

In order to offer a buffet style event on site, Belmont requires the following items provided by the client + SET UP prior to arrival in the following configuration. Please note, if the following is not possible, we will need to discuss options as it is in the best interest for the best service to follow this below! We will chat about these details closer to the event ☺
IF EVENT IS NOT INDOORS-- IT IS CRUCIAL THE BUFFET IS PLACED UNDER A TENT THAT DOES NOT EXPOSE GUESTS + FOOD TO EXTERNAL WEATHER.

TABLES FOR BUFFET: please ensure set up during setting up venue ☺

- **DINNER BUFFET: 4 TABLES SET ASIDE (8FT)**
 - Includes 2 Tables for Dinner Buffet + table cloth covering of choice
 - 2 Tables for Dessert Buffet + table cloth covering of choice
- **COCKTAIL HOUR: 2 TABLES SET ASIDE (8FT)** must be separate to the dinner buffet, as the services will overlap in timing
 - PLEASE HAVE THESE SET UP IN COCKTAIL HOUR LOCATION + table cloth covering of choice

Please see attachment below for layout of the tables!

- We ask these tables be configured and placed prior to our arrival (so we do not have to move any guest tables or rearrange anything) and **placed under a covering (not exposed to weather conditions so your meal is not affected by any weather concerns)**
- Please place this on an edge of the tent/building/venue/closest to kitchen prep area + truck access so our team does not have to move throughout guest tables (not only to protect and keep our staff and your guests safe will we are refilling extremely hot trays) but also to ensure the food stays extremely hot from the warming boxes in truck, to your buffet!
- If this does not fit under your guest tent or building, you will need to provide an additional tent or area for the buffet (we recommend placing it beside your guest tent/guest space so in case of rain, your guests do not have to travel outside and risk getting wet to get to the meal buffet station!
- **BUFFET MUST BE PLACED UNDER COVERING (ROOF/TENT).**
- *TYPICALLY DARK TABLE CLOTHS ARE RECOMMENDED (as they hide/cover any accidental guest spillage)*

ELECTRICITY:

- In order to offer coffee and tea, electricity must be provided in order to perk machines on site.
- Please ensure that these machines have access to its own outlet/plug and is on its OWN circuit (as these machines pull a lot of power, and will cause the breaker to blow if shared. We can perk one machine at a time (coffee first and then once complete unplug and perk tea) so access to at least ONE plug would be ideal.

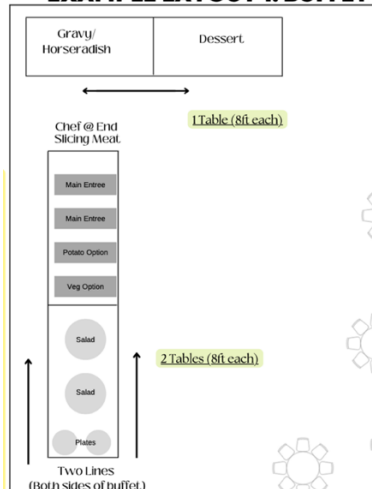
TRUCK ACCESS:

As a fully functioning mobile catering company, we rely on our catering truck throughout an event as all food is stored inside the truck in thermal warmers, and placed on your buffet throughout the service. Due to this, our team will need access to the truck throughout the event in order to refill your warmers throughout the meal.

- The catering truck must be able to be parked in close proximity to the area in which the meal will be served (for example the building or barn where the buffet will be placed) so our team can quickly access it throughout the event!

EXAMPLE LAYOUT OF BUFFET OPTIONS (LAYOUT 1 OR 2 IS NO PROBLEM)- please just ensure ONE is possible ☺

EXAMPLE LAYOUT 1: BUFFET



EXAMPLE LAYOUT 2: BUFFET

