

Quote

Goldie Hawn and Kurt Russell

Contact: Goldie Hawn

Phone: 787 67 67 67

Email: gold@example.com

Event Address: 99 Bodhi Street, Queenstown



Event Date: Monday, 15th June 2026

Start Time: 04:00 pm

Example Catering Company
123 Example Street, Amazing Town
example@puree.app

QUOTE # 137.1

Thank you for your inquiry regarding the venue booking at Linden House on Tuesday, 2nd of June 2026. We appreciate your consideration and are excited about the opportunity to assist you with this occasion. In the quote below, you will find details regarding the venue hire along with the items listed for your catering needs. Should you have any questions or require adjustments, please feel free to reach out at any time.

Venue

Venue Total: \$3,000.00

Linden House - 99 Bodhi Street, Queenstown

Reservation

Venue hire Jun 02, 4:00pm to Jun 02, 11:00pm | \$2,500.00

Venue items and charges

Cleaning of venue | \$250.00

Sound desk to control house speakers. Includes 1 x cordless microphone. Can connect external audio sources via a headphone jack. More sophisticated use requires external audio engineer. | \$125.00

Dropdown screen and projector. Note projector is not a daylight projector and not recommended on sunny days without the drapes | \$100.00

Lecturn | \$25.00

Staff

Staff Total: \$350.00

1 x Event Manager (4:00pm to 11:00pm - 7.0 Hours) @ \$50.00 per hour | \$350.00

Event Format / Miscellaneous details

Event details

- Ceremony on the lawn, reception in the marquee:

Room / Table setup

The reception room will be dressed with floor length white linen and napkins, with each round table seating up to ten guests. Tables will be set with our standard glassware, polished cutlery and crockery, finished with a low floral centrepiece and tealight candles. A dedicated cake table, gift table and signing table will be positioned near the main entrance.

- Table 1 · 6 seats · Olivia Bennett, James Carter, Sophie Walker, Liam Thompson, Charlotte Reid, Noah Mitchell

- Table 2 · 6 seats · Emma Patterson, Jack Sullivan, Mia Harrington, Ethan Brooks, Grace Donovan, Lucas Fletcher
- Table 3 · 6 seats · Isla Morrison, Henry Caldwell, Ava Sinclair, Oliver Hayes, Zoe Marshall, William Pryce
- Table 4 · 6 seats · Ruby Lawson, Samuel Webb, Chloe Barrett, Daniel Foster, Lily Newton, Benjamin Rhodes
- Table 5 · 6 seats · Hannah Coleman, Thomas Wright, Amelia Dawson, Jacob Spencer, Freya Holland, Max Sanders

Timeline

- 1:00 PM → 3:00 PM Example Company staff to arrive and set up tables, bar and kitchen
- 3:00 PM → 3:30 PM Guests arrive at the venue for the ceremony
- 3:30 PM → 4:00 PM Ceremony to start
- 3:30 PM → 4:00 PM Canapé service to start once everyone has a drink
- 4:00 PM → 5:45 PM Ceremony to conclude, tray served drinks
- 5:45 PM → 6:00 PM Guests invited through to their tables and seated, Example catering to serve drinks at the tables
- 6:00 PM → 6:30 PM Speeches
- 6:30 PM → 7:30 PM Mains served - family style
- 7:30 PM → 8:30 PM Cake cutting? More speeches?
- 8:30 PM → 9:00 PM Cake served as dessert, Tea and coffee available
- 9:00 PM → 11:45 PM Some Example Company staff to depart, leaving a few to finish up (time to be determined on the night)
- 11:45 PM → 12:00 AM Bar to close
- 12:00 AM → 12:00 AM Guests depart, Nosh to clean up and depart

What's not included

- Tables, chairs and additional furniture hire
- Audio visual, lighting and staging
- Generator or power supply

Sub Total:	\$3,350.00
GST:	\$502.50
Total (including taxes):	\$3,852.50

Terms & Conditions

This quotation was prepared on Friday, 22 May 2026 and remains valid until Monday, 15 June 2026

. By accepting this quote, Goldie Hawn and Kurt Russell agrees to enter into a binding agreement with Example Catering Company, subject to the terms and conditions below. Upon acceptance, email confirmation will be sent to all parties via Puree.app. Puree.app is a third-party quotation and order management platform used by Example Catering Company.

By accepting this quote, you agree to the following terms and conditions.

Quote Validity: This quote is valid until the expiry date stipulated above. However, please be aware that EXAMPLE has the right to change or cancel it at any time.

Quote Confirmation and Availability: The issuance of this quote does not constitute EXAMPLE acceptance or guarantee of availability. Our availability is confirmed only upon your acceptance of this quote and payment of the commitment fee if applicable.

Commitment Fee: EXAMPLE may require a \$1,000 commitment fee (plus GST) when you accept this quote. This fee is non-refundable and covers the cost of preparing the quote and guarantees EXAMPLE availability for your function. This amount will be deducted from the final invoice. EXAMPLE may waive this for smaller orders.

Payment: In most cases, you'll be invoiced prior to your event, or delivery of our goods. If EXAMPLE agrees to invoice you afterwards, full payment is required within five working days from the invoice's date, or unless

otherwise agreed by EXAMPLE.

Allergens: You acknowledge that we make every effort to ensure the safety and integrity of our food; however, allergen ingredients are present in our kitchen. Please inform us of any dietary requirements your guests may have, so we can ensure their needs are met with care and attention.

Cancellations: Cancellation fees depend on how much notice you provide: no charge for over ten working days notice; 50% of the total quote value for 3-10 working days notice; 80% for 2 working days; and 100% for 1 working day or less. The commitment fee is non-refundable.

Force Majeure: Exceptions apply to the cancellation clause for unforeseen circumstances like natural disasters, war, or Health regulations (where your event cannot legally proceed). In such cases, you'll be charged 33% of the quote if you cancel with less than three working days notice.

Final Details: Final guest numbers and menu choices must be confirmed at least ten working days before the event. EXAMPLE will be happy to accommodate small changes to guest numbers and menu selections, but these will likely result in updated pricing and may incur a \$100 administration fee. Material changes will need to be agreed upon by EXAMPLE and will require a new updated agreement and pricing.

Cost Increases: If unforeseen costs come up, EXAMPLE may need to adjust your quote. If you don't agree with the changes, you are entitled to cancel the contract and receive a refund of any commitment fee paid.

Order Changes After Payment: If you change your order after paying, EXAMPLE will create a new invoice for the difference, or arrange a refund. Refunds are at EXAMPLE discretion.

Beverage Service: If your quote includes beverage service charged "on consumption", meaning you only pay for your guests actually consume, you agree there is a minimum charge of \$1,000 + GST, regardless of actual consumption.

Post-Event Charges: EXAMPLE may charge additional costs after your event for lost equipment or damages, extra beverages, or extra staffing costs.

Equipment Care: You're responsible for any damage or loss to EXAMPLE equipment. You can't dispute the condition or quantity of returned equipment if you're not present during its return.

Equipment Bond: Sometimes, a bond payment may be required. If a bond is required, it will be included in this quote.

Continuity: These terms and conditions will remain binding and effective on you under all circumstances, including any changes in shareholding, management, or transfer of ownership of EXAMPLE.

Late Payment: If you don't pay on time, EXAMPLE may charge 15% interest per month. Any costs from a debt collection company will be added to your invoice.

Photos: Product photos displayed on our website or in our quotes are for illustrative purposes only and may not represent the actual product.

Disputes: If there are any issues with the catering or equipment, you still need to pay the full invoice and then discuss any claims with EXAMPLE.