



Custom Cake Contract

Order Date:

Total Price of Cake:

Initial Deposit	Date	Remaining Balance	Date

Event Details

Event Date:

Event Location:

Event Type:

Number of Guests:

Time of Event:

Delivery / Set up Time:

Client Name	Client Phone Number	Client Email

Client Representative	Phone Number	Email

Client Representative is the day of event contact. They should be the one to receive the cake and tell the Deliverer where the cake goes. They are required to sign off on the cake stating that it has been delivered in accordance to this contract.



Cake Details

Number of Servings:

Color Scheme/ Theme:

Topper:

Extra Information:

Cake Sizes, Flavors, Fillings	
Tier 1:	Tier 2:
Tier 3:	Tier 4:
Additional Tiers:	

Design (Photos & Sketches)

JOELLE'S BAKERY AND CAFE
225 Burley Avenue
2708870002
joellesbakery@gmail.com



Other Desserts (quantity, flavor, color)			
Cupcakes:	Macarons:	Cookies:	Other:

Cake Equipment Rentals



Terms and Conditions

Herein _____ will be referred to as "Client".

Retainers, Deposits, Payments & Taxes

1. The date of the event is considered "booked" upon receipt of a non-refundable deposit equaling 20% of the total value of the cake, delivery charges, equipment deposit and signed contract.
2. The final payment is due 14 days prior to event.
3. If the cake is booked 30 days or less before the reception, the deposit will equal 50% of the total cost,
4. If the Client fails to make payments, Joelle's Bakery and Cafe will cease work, the order will be cancelled and no refund will be given..
5. The Client will have a grace period of 3 days after the payment date to pay debt before the contract is cancelled.
6. Returned checks and surcharges will be charged a \$50 fee.

Liability

1. **Joelle's Bakery and Cafe** is not responsible for bodily injury, property or consequential damage, which may result from services.
2. **Joelle's Bakery and Cafe** is not responsible for any damage to the cake or shortage of cake caused by anyone NOT employed by **Joelle's Bakery and Cafe**
3. **Joelle's Bakery and Cafe** will not deliver a cake if payments have not been paid in full.

Fulfillment of Contract

1. **Joelle's Bakery and Cafe** is not responsible for any delay or inability to deliver based on accidents, natural disasters, transportation issues, inclement weather, illness, death, labor troubles, delay in supplies, disputes or strikes, or any other circumstance beyond **Joelle's Bakery and Cafe's** control.
2. If **Joelle's Bakery and Cafe** has completed the cake but it can't be delivered due to uncontrollable circumstances, the Client will be refunded 75% of the total cost.
3. If Client picks up the cake, **Joelle's Bakery and Cafe** no longer assumes any responsibility for damage caused to it.
4. Joelle's Bakery and Cafe will not provide any product at an event where a competing company has also provided product. This includes cupcakes, macarons, cake pops, cookies, cakes, donuts or any other dessert item. Should you choose to utilize two bakeries to cater your event, proper signage must be displayed to notate which products belong to which



bakery. If these stipulations are not followed, the products ordered from Joelle's Bakery and Cafe will not be delivered, and a refund will not be provided.

Postponement/Cancellation

1. The Client must notify **Joelle's Bakery and Cafe** if there is a change in the date of the event or a complete cancellation.
2. If the postponement occurs before 60 days of the event, no penalty fee will be charged, if Joelles Bakery and Cafe can accomodate the new date. If they cannot, the security deposit will not be refunded.
3. If the postponement occurs after 60 days prior to the event, the Client will lose the security deposit equaling 20% of the total amount.
4. If a cancellation occurs 60 days prior to the date of the event, all money will be refunded minus the security deposit equaling 20% of the total amount.
5. If a cancellation occurs after 60 days prior to the event, no refunds will be made.

Changes to Order

1. Any changes must be submitted 14 days in advance.
2. There will be no changes allowed 7 days prior to the event.

Design of the Cake

1. **Joelle's Bakery and Cafe** will follow the Client's requests closely to create the exact cake desired.
2. Joelle's Bakery and Cafe cannot duplicate an exact copy of another cake artist's work if a copyright is in place, but will ensure the look is similar.

Serving Amount & Sizes

1. The serving size should follow the diagram provided by Joelle's Bakery and Cafe.
2. Serving size estimations are not guaranteed to be exact.
3. **Joelle's Bakery and Cafe** is not responsible for a shortage of cake if the pieces are cut too large.

Allergy & Dietary Warnings

1. **Joelles Bakery and Cafe's** baked goods may have come in contact with the following ingredients:
 - Peanut Butter
 - Nuts
 - Gluten
 - Eggs
 - Dairy



2. Natural dyes, artificial dyes, artificial flavorings, sugar, artificial sweeteners, artificial color and other allergens not listed.
3. The Client is responsible for pointing out to guests, as well as Joelle's Bakery and Cafe potential allergy hazards

Cake Stand Rental

1. A security deposit is required for all rental equipment.
2. The equipment must be returned within 72 hours of the event.
3. The returned equipment is evaluated and a refund of the security deposit is based on the condition of the items.
4. All personally supplied items must be submitted to **Joelle's Bakery and Cafe** at least 3 days prior to the event, unless otherwise discussed.

Delivery and Set Up

1. The delivery fee is calculated by mileage and time. \$.58/mile plus \$15/hour
2. **Joelle's Bakery and Cafe** is not responsible for tardiness if the venue is changed within 48 hours of the event.
3. The Client may pick up the cake. The Client assumes liability once it passes into the Client's possession.
4. The Client is responsible for providing a suitable environment for the cake (away from heaters, vibrations, people, suitable surface, suitable outdoor setting).
5. The Client or Client's representative must sign a waiver to ensure the condition of the cake is satisfactory upon receiving.
6. Once the waiver is signed, **Joelle's Bakery and Cafe** is not responsible for product including collapse, melting, pokes etc.

Photographs

1. **Joelle's Bakery and Cafe** reserves the right to use all photographs of the cake for advertising purposes.



Cake Contract Agreement

Your cake is very important to us. Please carefully look over the event and cake details in the contract to make sure that everything is correct. If you find any mistakes, let us know immediately.

Please sign below to show that you agree to the details of your order as stated in this contract.

Signature	Date

On the day of the event, please sign below to show that you have received the items agreed upon and they are to your satisfaction.

Signature	Date