[Business name] Catering Menu

[Season or year] | [phone] | [email] | [website]

[Two sentences about your food and the events you cater. Say what kind of service you offer: drop-off, buffet, family-style or plated.]

Dietary key: V = vegetarian, VG = vegan, GF = recipe made without gluten-containing ingredients. Our kitchen also handles wheat, so we cannot promise any item is free of traces.

[Section 1, e.g. Passed appetizers]

[How this section is priced, and any minimums]

Item	Description	Dietary	Contains	Price

[Section 2, e.g. Buffet mains]

[How this section is priced, and any minimums]

Item	Description	Dietary	Contains	Price

[Section 3, e.g. Sides]

[How this section is priced, and any minimums]

Item	Description	Dietary	Contains	Price

[Section 4, e.g. Desserts]

[How this section is priced, and any minimums]

Item	Description	Dietary	Contains	Price

[Section 5, e.g. Drinks]

[How this section is priced, and any minimums]

Item	Description	Dietary	Contains	Price

Ordering details

- Minimum order: [ ]
- Lead time: [ ] days before your event
- Service area and delivery fee: [ ]
- Staff and rentals: [available on request / priced separately]
- How to order: [phone, email or online form]

Allergies: [Each item lists the major allergens it contains. Tell customers how to tell you about allergies, and what you can and cannot promise about cross-contact in your kitchen.]

How to use this template

1. Replace the bracketed text with your business name, menu title and a short introduction.
2. For each item, write a plain description, the dietary tags you can stand behind and the allergens it contains.
3. Say how each item is priced (per guest, per piece, per tray) and keep the ordering details current: minimums, lead time, service area.
4. Have the person who knows each recipe check the allergen lines before you publish the menu.