



BAKERY USE ONLY

Email Follow Up Date: _____

Tasting Date/# of Ppl: _____

Quote Sent: _____

Follow Up Date: _____

Booking Date: _____

EVENT QUESTIONNAIRE

Event Date & Time:

Delivery Time:

Name + Partner Name:

Address:

Phone:

Email:

Best way to reach you:

Best time of day to reach you:

Type of Event:

Indoor or Outdoor:

Event Location & Address:

Event/Day of/Venue Coordinator Name, Phone + Email:

Number of Guests:

Budget:

Colors/Style/Theme *(please send any inspiration photos):*

How many pieces or servings are you interested in? *(we suggest 2-3 bites pp):*

What cuisine and other additional food and desserts will be served at your event?

How are you interested in using our treats? (check all that apply):

Individual Cutting Cake

Tiered Cake

Dessert Bar

Favors

Escort Card Favors

Other *(please explain)*

What type of sweets are you interested in? Cakes, Cupcakes, Candy, Bars, etc. What size *(mini or standard)?*:

If you are choosing a cake, what design do you have in mind? Please send any inspiration photos!

Will you have a cake topper or flowers to garnish your cutting cake? If so, what style/types of flowers?

We offer custom cake crowns, wreaths, banners and birch laser cut toppers.

Would you like us to create custom signs for your desserts?

None Cardstock Tent or Stand: *Calligraphy or Hand Lettered \$4 each* Framed Menu: *Printed \$8*

Framed Menu: *Calligraphy or Hand Lettered \$20* Chalkboard Sign: *\$2 each* Favor Tags: *\$2 each*

Will you need to rent stands? If so, do you prefer metal, glass, white or assorted?

If display pieces are rented, will you be returning them within 72 hours or will pick up by a Cacao staff member need to be scheduled?

Please choose up to 4 flavors and/or items that you would like to try:

- 1.
- 2.
- 3.
- 4.

Do you have any allergies we should be aware of?

Please note that we are not an allergen free bakery.

Please list your available days and times to schedule a tasting (Saturday mornings are most flexible for us)?

- 1.
- 2.
- 3.
- 4.

Tastings are a \$35 fee with a 4 person maximum. Tasting fees will not be refunded if you cancel your tasting within 48 hours.

How did you hear about Cacao?

Additional Comments:

Upon completion, please return via email to info@cacaosweetsandtreats.com or mail to the address below.