



from the first phone call to the last follow-up,



Western Cranston, Rhode Island



Providence, Rhode Island



..thank you with all the help leading up to the wedding... the service and food were awesome, and we were



Warwick, Rhode Island





From the first magical moment when you say "I do" to the final dance at your reception, the always time consuming, sometimes stressful journey of planning your wedding reception can seem like a Herculean task. With a myriad of details and related expenses to consider, you will need to work with a catering professional to ensure that your reception is a true reflection of your personality and style - (Don't forget your fiancée!)

With an off-premise, venue based reception; there are additional areas to consider when planning your event. Everything from tables, chairs, linen, china, glassware, and production equipment, to the basic needs of your guests like restroom facilities, clear lines of sight, dance floor, lighting and most importantly, the limitations of the venue, need to be addressed to make your event a day to remember.

Whether you desire a formal sit-down celebration, a more casual buffet, or station style reception, Tom's Market Catering has the ability to provide you with the custom planning, cuisine, decor, staffing, and rental coordination that will dazzle and delight you and your guests at every turn. Our experienced staff will meet with you to discuss budgets, provide tastings, and construct a timeline for the reception that will make your event a great beginning of a wonderful life together.

Our proposal that we present to you will provide a complete outline of your entire event. Your custom menu will be descriptive and enticing, so much so that you will be able to close your eyes and envision the entire day!! In addition to excellence from our kitchens, we will provide you with the finest staff and professional management for your reception, all of which makes Tom's Market Catering one of the fastest growing catering companies in the southeastern New England area.

As the sun sets and the cake is cut, you will soon realize that this is exactly what a wedding reception should be....Great friends, great fun, and above all, great food. All of this is not lost on your guests. They will be talking about your special day, and the great time they had, for months to come.

It is our commitment and desire, backed by our unending pursuit of producing the finest events, which allows us to maintain an excellent reputation with not only the venues at which we perform, but the clients that we serve.

We will truly make it a night to remember...



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1

Do you have sample menus that you can show me?

We have extensive menus on our web site that allow our clients to see the scope of what we can provide. You are not limited to these menus in any way.

2

Can you cater for buffets, plated dinners, or cocktail style receptions?

We pride ourselves on the ability to provide any type of catering you may need, at any time, at any venue.

3

Do you provide particular dishes, or are you open to discussing a fresh menu? Do you have a particular specialty?

Our menus are as diverse as our clients' palates. Because we are associated with the market, your options are as limitless as your imagination. Our talented chefs can create a menu to fit your tastes, style, and budget.



Do you always work with fresh ingredients?

All of our food is purveyed through the market with daily deliveries of all our perishable items.

-5

Can I request a particular dish that is of special meaning to me?

We feel it's a special touch to include a meaningful dish for your event.

Most clients bring in family recipes for us to use for a particular item or course. We can also provide meals for your guests that have special dietary needs.

6

Can you arrange for a tasting of particular dishes, prior to the wedding?

We can provide a tasting in our market, in our Newport office, in your home, or at the venue.

7

Do you have a list of prices for your various menu options?

Because there are so many elements that make up your wedding reception, we like to meet with you prior to us working on a proposal for you. Typically this initial meeting is about one hour or more in length, and will address issues such as venue location, menu preferences, style, and demographics of your guests. All of these elements will be figured into the cost of your proposal

8

Is there an all-inclusive rate, or are costs itemized?

What is covered by this price (i.e. staff, linen, tax)? We generally offer an all inclusive rate. We will itemize costs if you would like into the categories of Menu, Rentals, and Beverage Service.

C

Can a menu be designed to fit my particular budget, or are there set prices for set menus?

We can custom design a menu to fit within your budget.

10

Is a deposit required? When is it due? When is the final payment due?

We do require a deposit, with 1/3 due one month prior, 1/3 due the week of, and the balance due the day of the event.

11

What is your cancellation or postponement policy?

Because we have the market, we are very flexible with this policy; it is determined on an individual basis and how close to the event the cancellation or postponement is done.

12

When do I need to provide you with the final guest count?

We require the final guest count 1 week prior to the event, or 2 weeks prior if the actual guest count varies by 10% or more from the original proposal.

13

If it is a buffet-style or cocktail style wedding reception, do you arrange the table decorations for the buffet table and trays? Can you "make up" the guest tables, if requested?

(i.e. set out table cards, wedding favors and table decorations)

We specialize in creating floral and plant landscapes, and can coordinate with your florist and décor provider. We can set up and display any elements that you may need for your event.

14

Will you provide elements such as tables, chairs, utensils, table linens, plates and glasses?

We can provide all of the elements for your event, as well as coordinating & supervising the entire rental and outside vendor process.

15

If there are no on-site facilities at my venue, can you arrange for any necessary equipment?

We will provide any production equipment that we may need, as well coordinating any electrical or potable water supplies that are needed.

16

Do you provide your own staff? Do you have a selection of uniforms that I can choose from? How many staff members will you provide?

We provide all of our own staff and do not use an outside contractor. All of our staff is friendly and courteous, engaging your guests so that they may enjoy the event. We have several uniform options, and all of our production staff is dressed in conservative chef attire. Staffing levels will be determined by your menu selections, style, and venue.

17

Will the contact person I have in the planning stages be the same person overseeing the wedding reception on the day?

Yes, but if not, you will be introduced well in advance to our on site coordinator who will have a complete knowledge of the event.

18

Do you have any other weddings booked for the same day as my reception?

We have the ability to cater multiple events at the same time, and routinely close dates that exceed our ability to provide the service that has led to our excellent reputation with not only the clients that we serve but the venues in which we perform.

10

Do you have references I can contact who had a similar wedding & menu? References are available upon request.

20

Have you catered a wedding at my venue? What meal style worked best?

We have catered at the majority of venues in Rhode Island, Connecticut, and Massachusetts. If we haven't catered at your venue, we will meet with them to become as familiar with their facility as we are with others. We will work with you to explore your menu with the limitations, (if any) that a particular venue has. This coordinated effort ensures that your evening will be smooth & event free from start to finish.



Are you a full time caterer? How long have you been in business and what kind of experience do you have?

Tom's Market has been open for 23 years, with the catering division operational for the past 7 years. We are fully licensed with the state of Rhode Island as a full service caterer and prepare all of our food in a health department inspected kitchen. Our chefs all have formal training with years of experience in the culinary field, as well as being Certified Safety Managers. Combined, we offer over 150 years in catering experience.

2

Do you provide wedding cakes?

We can recommend a list of approved vendors for you to choose from, all with their own style and presentation.

23

Can you provide all types of beverage service? Am I able to provide my own alcohol?

We can handle all of your beverage needs, and have package pricing available for your event that can include signature cocktails, special requests and bar set ups. Our bar service staff is TIPS certified and fully licensed, bonded and insured. You can provide your own alcohol, and we do not charge a corkage fee, but additional staff may be required to handle this service.

- 2

Can food be provided for our vendors/staff (i.e. the photographer, videographer, wedding coordinator & band/DJ)? What would this cost?

We offer vendor meals at a reduced rate and will coordinate with you a time to serve them.

2

Do you take care of the clean up of the tables and venue? Is there an overtime charge? What is your policy regarding leftover food?

We will take care of the entire cleanup process, and make sure that the closing policies of particular venues are followed. We always check with the venue staff to make sure that everything is completed to their satisfaction. There are additional charges if your event exceeds the agreed upon time frame. Due to food safety regulations, any leftover food is either disposed of or packaged for you to take home at our discretion.



