



Phone: (515) 276-4142  
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Information Request Form

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
*Street City State Zip*

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Type of Event: *WEDDING CORPORATE FUNDRAISER PRIVATE MEETING*  
*OTHER: \_\_\_\_\_*

Location of Event: \_\_\_\_\_

Date of Event: \_\_\_\_\_ # of Guests: \_\_\_\_\_

Event Address: \_\_\_\_\_  
*Street City State Zip*

Timing of Event: \_\_\_\_\_ to \_\_\_\_\_

What is the approximate budget for your event venue and/or catering portion of the event?  
\_\_\_\_\_

Services you are interested in: \_\_\_\_\_

- Breakfast catering
- Lunch catering
- Dinner catering
- Cocktails and hors d'oeuvres
- Buffet meal
- Beverage service
- Plated meal
- Business Meetings
- Event Venue
- Table, chair, linen rental
- Disposable or china rental
- Gourmet cookie gift boxes
- Event design and planning
- Décor and floral arrangements

Briefly describe your event and any special requests:

\_\_\_\_\_  
\_\_\_\_\_

[Email form](#)