



preparazzi

# Event Enquiry Form

*Please fill in your requirements and email this form to [order@preparazzi.sg](mailto:order@preparazzi.sg)*

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Singapore 088702

T 6225 3542  
H 9125 4224

E [order@preparazzi.sg](mailto:order@preparazzi.sg)  
W [www.preparazzi.sg](http://www.preparazzi.sg)

Your name, Email &  
Contact Telephone Number

Date of Request

Preferred Date of Event

Nature of Event

Desired Format of Service

Preferred Time

Venue

Estimated Guests

Desired Budget

Flowers and Set-up

Menu Brief and Event

Requirements

## TERMS & CONDITIONS

- Prices quoted are gross of 7% GST.
- Transport charge from \$30.00 onwards depending on delivery location and type of event.
- To guarantee your booking, we would require a 50% non-refundable deposit on the guaranteed food and drink budget including the private chef fee and set-up fee.
- Please note that guaranteed bookings are subject to a 50% cancellation charge on the projected food and drink budget including private chef and set-up fee.
- Any increase in estimated number of guests must be communicated to us by email at least one week before the event date.
- In the event of a "no-show" or if the cancellation is made less than 72 hours prior to the date of the event, Preparazzi Pte Ltd reserves the right to process full payment based on the projected total spending including private chef service and set-up fee, service ware package and service staff booking.
- Please make confirmation of this event by stated dateline otherwise we would, regrettably, have to release the date. Reinstatement of the reservation will be subject to availability at that time.

