

# Cake Order Form

Invoice No.			
Total Cake Price	\$		
Booking Deposit Paid	\$	Date Paid	Method
<b>Balance Remaining</b>	\$	Date Paid	Method
Additional Extras	\$		
<b>New Balance Remaining</b>	\$	Date Paid	Method
<b>FINAL PAYMENT DUE</b>			

**NOTE:** This quote is only valid for 90 days from the date shown on the form.

**Terms and Conditions:**

1. The agreed *Cake Purchase Quotation* is only valid for three (3) months from the date of this order, unless a deposit is received by *Kakes By Karen*.
2. A \$200.00 deposit is required to confirm this order with *Kakes By Karen*, and **the deposit will not be refunded if the order is cancelled within 4 weeks of the requested delivery date.**
3. Colour samples must be provided no less than four (4) weeks of the requested delivery date or colours will be at OUR discretion.
4. All major details must be finalised no less than four (4) weeks of the delivery date i.e flavours, guest numbers etc.
5. Sample cupcakes/cakes will be provided at a time convenient to *Kakes By Karen*.
6. Unless requested by *Kakes By Karen* a second (or more) appointment/s will not be necessary. Extra appointments will be charged at \$75.00 per hour.
7. **Full payment for the order is to be made fourteen (14) days before delivery or collection of the cake.** Cakes will not be released unless full payment has been received.
8. A cake will not be released from *Kakes By Karen* until the person receiving the cake has inspected the cake and signed the "Delivery Care Notes and Acceptance" form.
9. ***Kakes By Karen* has processes in place to ensure the quality and care of our product after release from our premises, i.e "Delivery Care Notes and Acceptance" form including cutting instructions. In the event of a problem occurring with your cake on the day/night of your function it is to be brought to the attention of the function person so *Kakes By Karen* can be contacted immediately. If your concern is justified an appropriate refund will be provided. If justification cannot be proved then the clients of *Kakes By Karen* will be charged at a rate of \$75.00 per hour from the moment *Kakes By Karen* notified. If *Kakes By Karen* is not notified immediately then no refund will be given.**
10. Should significant parts of your cake be damaged during the function, i.e. figurines, icing decorations, these can be repaired for a fee and at a time suitable to *Kakes By Karen*.
11. ***By paying the deposit to have your cake made by Kakes By Karen, we consider that you have read, understood and accept the terms and conditions listed on this page, even if the Terms and Conditions are not signed and dated below.***

***Kakes By Karen* may not be able to accommodate significant changes to the design and/or style of a cake. Such alterations may make the original quote and order invalid and require the completion of a new Cake Purchase Quotation and Cake Order Form.**

I have read and accept the Terms and Conditions for the purchase of the cake and agree to pay the total cost of \$.....

Signed ..... Date .....

**Phone/Fax: (08) 9457-9252**

**Mobile: 0417 934 610**

**Website: [www.kakesbykaren.com.au](http://www.kakesbykaren.com.au)**

**Email: [info@kakesbykaren.com.au](mailto:info@kakesbykaren.com.au)**