

Borough Wood-Ridge
 85 Humboldt Street
 Wood-Ridge, NJ 07075
 TEL (201)939-0254 FAX (201)939-1215

PURCHASE ORDER	
THIS NUMBER MUST APPEAR ON ALL INVOICES, PACKING LISTS, CORRESPONDENCE, ETC.	
NO.	23-01441

ORDER DATE: 09/08/23
 REQUISITION NO:
 DELIVERY DATE:
 STATE CONTRACT:
 F.O.B. TERMS:

PAYMENT RECORD
CHECK NO.
DATE PAID

NOTICE: TAX ID #22-6002421 - TAX EXEMPT

SHIP TO	
VENDOR	VENDOR #: 00003579
	SANZARI'S NEW BRIDGE INN 105 OLD BRIDGE ROAD NEW MILFORD, NJ 07646

QTY/UNIT	DESCRIPTION	ACCOUNT NO.	UNIT PRICE	TOTAL COST
1.00	W-R FIRE DEPT 125TH 9/23/23	3-01-30-420-099	30,593.7500	30,593.75
			TOTAL	30,593.75

CLAIMANT'S CERTIFICATION & DECLARATION	OFFICER'S CERTIFICATION	APPROVAL TO PURCHASE
I do solemnly declare and certify under penalties of the law that the within bill is correct in all its particulars; that the articles have been furnished or services rendered as stated therein; that no bonus has been given or received by any person or persons within the knowledge of this claimant in connection with the above claim; that the amount therein stated is justly due and owing; and that the amount charged is a reasonable one. X _____ VENDOR SIGN HERE _____ OFFICIAL POSITION DATE _____ TAX ID NO. OR SOCIAL SECURITY NO.	I, having knowledge of the facts, certify that the materials and supplies have been received or the services rendered; said certification being based on signed delivery slips or other reasonable procedures. _____ DEPT. HEAD DATE VENDOR MUST SIGN CERTIFICATION STATEMENT ON THIS VOUCHER. MAIL VOUCHER & ITEMIZED BILLS TO: Borough Wood-Ridge Finance Office 85 Humboldt Street Wood-Ridge, NJ 07075	DO NOT ACCEPT THIS ORDER UNLESS IT IS SIGNED BELOW. _____ Business Administrator _____ Finance Committee _____ Finance Committee



Invoice

Client/Organization Borough of Wood-Ridge	Event Date 9/23/2023 (Sat)	Telephone (201) 939-0202 xt 2	Telephone (201) 939-0202 xt 2	Pln Guests 125
Address 85 Humboldt Street		Booking Tel (201) 939-0202 xt 2	Gtd Guests 125	Act Guests 125
Party Name Wood-Ridge Fire Department 125th	Sales Rep Lori Rubino	Theme Banquet Tent	Category Cocktail/Reception	

	Food	Beverage	Liquor	Equipment	Labor	Room	Other	NA	Total
Subtotal	24,475.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	24,475.00
Gratuity	6,118.75	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6,118.75
Total	30,593.75	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00	30,593.75

Paid	0.00
Balance	30,593.75



CONTRACT

Client/Organization Borough of Wood-Ridge	Event Date 9/23/2023 (Sat)	Telephone (201) 939-0202 xt 2	Cellular	Pln Guests 125
Address 85 Humboldt Street		Theme Banquet Tent	Gtd Guests 125	Act Guests 125
Party Name Wood-Ridge Fire Department 125th An	Email ceilert@njwoodridge.org	Category Cocktail/Reception	Category Cocktail/Reception	

Patron engages facilities of Proprietor subject to the rules and conditions printed on the following pages and which constitutes part of this contract and which have been read by the patron.

Services are subject to a **6.625%** sales tax, **25%** gratuity as set forth. Balance of bill is due **14 days before event.**

Deposits are non-refundable

Date of Agreement : ___/___/___ Date of Event : ___/___/___

VENUE							
Description	Setup Style	Start	End	Serving	Sub-Event #	Banquet Room	Delivery Person
		6:30 pm	10:30 pm	NA	S01097	Banquet Tent	
FOOD/SERVICE ITEMS							
Food/Service Items				Price	Qty		Total
DINNER							
JMS & LORI discount				-2,000.00	1		-2,000.00
BARTENDER FEE				150.00	4		600.00
PREMIUM OPEN BAR				50.00	125		6,250.00
COCKTAIL HOUR:							
One Hour Passed Hors D' Oeuvres				22.00	125		2,750.00
Choose 4 Hot & 4 Cold Hors D' Oeuvres							
Quesadillas Tri Fungi							
Mini Rice Ball							
Pigs in a Blanket							
Mini Crab Cakes with Sage Dijonaise							
Tomato Bruschetta							
Goat Cheese Crostini							
With Cranberry and Walnut							
Cold Antipasto Station - assorted meats, cheese, olives				10.00	125		1,250.00
Cold Seafood Station (shrimp, oysters, clams & crab meat)				40.00	125		5,000.00
Ice Sculpture				500.00	1		500.00

Chaffers:

Eggplant Rollatini	8.00	125	1,000.00
Mini Meatballs	8.00	125	1,000.00

Buffet:

Assorted Rolls with Butter	50.00	125	6,250.00
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House Salad

Penne Vodka

Cavatelli Tuscany

Chicken Sanzari

Salmon Dijonaise

Roasted Potatoes

String Beans

Carving:

Prime Rib	15.00	125	1,875.00
Turkey			

Dessert:

Assorted Cookies & Pastries

Coffee and Tea

	Food	Beverage	Liquor	Equipment	Labor	Room	Other	Total
Subtotal	24,475.00	0.00	0.00	0.00	0.00	0.00	0.00	24,475.00
Gratuity	6,118.75	0.00	0.00	0.00	0.00	0.00	0.00	6,118.75
Taxes	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total	30,593.75	0.00	0.00	0.00	0.00	0.00	0.00	30,593.75

Subtotal	24,475.00	Paid	0.00	Pay Method	Card Number
Taxes	0.00	Balance	30,593.75	Card Type	Expires
Gratuity	6,118.75			Card Holder	
Total Value	30,593.75			Signature	

Standard Catering Contract

1- The balance due upon demand of proprietor, be paid in cash or by certified check at the time of final arrangements and in any event. 14 days prior to the function. In the event Patron fails to comply with said demand. Proprietor shall be under no obligation to admit Patron and his guests or to provide any food or services and Patron shall be deemed to have breached the contract.

2- Patron shall pay all Federal, State and City Taxes in effect on date that function takes place, in addition to the price set forth.

3- Patron agrees to pay for all persons attending as per diagram submitted but not less than for the number of persons guaranteed. Proprietor may limit service to

the number of persons guaranteed.

4- Arrangements for additional persons must be made at least four (4) days prior to the function. Where the seating plan submitted by patron at the time for final arrangements (whether or not signed by patron) exceeds the original guarantee, such increased number constitutes the final minimum guarantee and patron must pay for such increased number whether or not they attend. Additional persons attending in excess of the increased final guarantee shall be paid for at the prices set forth for additional couples or if none is set forth at a pro rata price.

5- The charges set forth above are based upon five couples per table or more. An additional charge for each additional table set up at the patrons request will be made.

6- No affair will be permitted to run overtime without proprietor's approval. Proprietor reserves the right to make reasonable additional charges including over-time for waiters and staff for affairs beyond the time agreed upon.

7- In the event patron cancels or otherwise breaches this agreement for any reason whatsoever, the payment on account and any other payments, made under this agreement shall not be returnable, and shall belong to and be retained by the proprietor on account as a credit. Cancellations are to be made no later than 1 month prior to event or all payments and deposits will be retained by the Proprietor and will not be used as a credit.

8- Patron shall comply with all requirements of all laws, orders, ordinance and regulations of the Federal, State, County and municipal authorities and with any direction of any public officer, which shall impose any duty upon proprietor or patron with respect to the premises engaged by patron or the use and occupation thereof.

9- Whenever a license and/or permit is required for patrons functions, such license and/or permit shall be procured from the proper authorities by the patron at his own cost and expense. Such license and/or permit may be displayed to the proprietor at least 21 days before the affair is to be held.

10- Proprietor will not permit any food or alcoholic beverages to be brought into the engaged premises without proprietor's written consent.

11- Patron will take good care of the premises and fixtures, furnishings and personal property in the premises. Patron assumes responsibility for any damage to such property that may be caused by patron, patron's employees, guests, or invitee's..

12- This contract is not transferable by patron without the written consent of proprietor. If proprietor is no longer catering at the premises at the time of the function, its successors or assigns may complete the contract.

13- Where the patron is a corporation, unincorporated association, partnership or other legal entity, this agreement shall be binding on such legal entity as well as on the individual executing on its behalf, and said individual represents that he is authorized to execute this agreement on its behalf.

14- Proprietor and employees shall have free and uninterrupted admission to the premises at all times.

15- Patron will pay the waiters gratuities' set forth above, and comply with the proprietor's contract with, and all the rules and regulations of Dining Room Employees Union, as the same may be in effect at the date of the function contracted for herein.

16- Proprietor, and the agents shall not be liable for any loss or damage to property of patrons and guests.

17- Proprietor shall have no responsibility or liability for failure to supply any service or to otherwise comply with this contract, when prevented from so doing by strikes, fire, accidents or any cause beyond the proprietors reasonable control or by orders of regulations of any government authority, or failure of coal, or other fuel supply, water, gas, electricity, air conditioning or any other facility or engine shortage.

18- The proprietor shall have the right to make substitutions in the menu or any other items which shall not be reasonably and readily obtainable in the open market

19- The person executing this contract expressly represents that he is of full age

20- Failure to make any payment on account of contract price shall in no way affect the validity of this contract and any claim by patron that this contract is not effective until such payment, must be in writing and signed by proprietor. Patron agrees to make said payment or payments on account when due and shall be liable therefore regardless of whether or not he has canceled this contract and regardless of whether or not proprietor sustained any damage. Notwithstanding the foregoing, proprietor shall have the right, at its election, in the event patron fails to pay any part of the payment on account when due, to cancel this contract without further liability and retain any portion of the payment on account already paid regardless of whether or not the affair is re booked.

21- Proprietor agrees to cater the function specified and to render the additional services contracted for by patron in accordance with the provisions of this contract and patron agrees to pay therefore the sums stated.

22- This agreement constitutes the entire contract between the parties. No modification, termination or discharge thereof shall be valid nor of any force or effect, unless the same is in writing and signed by the proprietor.

23- Proprietor has the right to substitute another room in lieu of the room contracted for if such room is unavailable due to fire, accident, and catastrophe or due to any other circumstances beyond proprietors control or due to unintentional error in booking a room previously contracted for. If no room is available due to any such causes, caterer shall have the option of cancelling this contract without further liability or transferring the affair to other premises in which event this contract

shall continue in full force and effect.

24- Proprietor has made no representations with respect to the items of food, services or other items set forth in the contract and has not agreed to furnish any food, services or other items except as specifically set forth herein. Proprietor has made no representations as to the premises or the room contracted for, the condition thereof, the state of repair, the size or the number of persons which the same may accommodate. Proprietor has made no representation that this instrument is other than a binding contract, or that it was signed or delivered subject to any condition not specifically set forth therein. Proprietor has made no representation giving patron the right to cancel without liability and patron shall be liable on cancellation in accordance with the provisions of this contract.

25- Fire Restrictions: Due to the town ordinance the use of Candles, Smoke & Fog Machines are not permitted... Only LED Candles to be used.

26- Confetti restrictions: Confetti, confetti cannons, poppers or any non-biodegradable products are prohibited.

27- No shots will be permitted at the bar during events.

28- Due to Health Dept Regulations: Leftover food remaining at the end of event may not be packaged "to-go".

29- Banquet events are a minimum of 50 people if you should have less than 50 people you must pay for the minimum.

30-Sweet sixteen's and Bar/Bat Mitzvah's MUST USE OUR SECURITY GUARD.

31- No refunds in case of a pandemic or a natural disaster. Sanzari's New Bridge Inn will keep your credit for a future event, dinner or take out.

32- Patron is responsible for all personal items, gifts and decorations. Sanzari's New Bridge Inn is not responsible for any items lost or damaged.

33- Due to liability, employees cannot help with gifts/envelopes. Patron is responsible for gathering all gifts and packing their own vehicle at the end of event.

34- Employees do not set up personal decorations or move items in and out of Patron's vehicle.

35- Sanzari's New Bridge Inn does not hold any items after your event. All items must be taken at the end of event.

Patron has read this contract and is fully familiar with the terms thereof patron agrees that in executing this contract he is not relying on any statements or representation not embodied therein. Patron represents that he has the financial resources with which to pay for the affair herein. The term "proprietor" as used in this contract shall mean "caterer". If this contract calls for furnishing of alcoholic beverages, the parties must observe the rules and regulations of the State Liquor Authority and A.B.C Board.

Once the contract is considered complete at final appointment any changes, there after will result in a \$250 surcharge. This can not be waived.

Date of Event: ____/____/____

Date of Agreement: ____/____/____

X_____ (Patron) X_____ (Patron)

X_____ (Banquet Representative)

Final Payment is due **14** days prior to Event Date
Thank you for this opportunity to serve you.