

Catering Policies

Advance Notice: 72 hours or more is much appreciated.

Order Minimum: 35 people

Payment: You will receive an invoice that is payable to **Jebena Ethiopian Coffee & Culture**. Payment can be made by check, credit card, or online.

Delivery: we can deliver upon request. Delivery is \$25 within a 4 mile radius it will be an additional \$20 charge for locations outside 4-10 miles of the commercial kitchen we use to prepare the food.

Drop Off Service: Catering will drop off the food it will be delivered in foil pans that are disposable, serving spoons/tongs and signs describing food and listing food allergies for each dish. If you would like a full service-catered event please ask for details as an upcharge may be necessary.

Cancellation Policy: If you need to cancel your order or make a change to the date that is scheduled please let me know 72 hrs in advanced for a full refund. A 50% refund can be made within a 48hrs notice. Please avoid cancellations whenever possible as it will lead to wasted food.

Sales tax: All pricing is before a 8.81% sales tax will be added to your invoice. If you are tax exempt please be ready to send your tax exempt documents.

To place an order or ask questions please email

jebenaetcoffee@gmail.com

Thank you for supporting our business!