



199 Kingsbrook Avenue, Ann Arbor, MI 48103 - 610-207-9091 - roy@zchef.net

personal chef services
Client Service Agreement

Client Information:

Name: _____

Address: _____ Zip Code: _____ Home Phone: _____

City: _____ State: _____ Mobile Phone: _____

Your cook date is scheduled for: Day: _____ Month: _____ Year: _____

Based on the information you provided on the Client Profile, Z'Chef Personal Chef Service will create a customized menu plan for your household.

Attached you'll find all the main dishes that were discussed as well as the requested side dishes and desserts.

Responsibilities of the Personal Chef:

I will arrive at your home on _____, _____ at approximately _____ with all the ingredients necessary to prepare the agreed-upon meals in your kitchen. I will package your meals as per your instructions, label them, and leave complete heating instructions for your convenience. Your kitchen will be clean and orderly and all of my equipment will be removed.

Responsibilities of my Clients:

Please make sure your kitchen area is clean and ready on the scheduled cooking dates. Children and pets should be out of the kitchen area on the dates schedule for cooking. I want to make sure there are no problems or accidents with anyone or anything in the kitchen when I'm cooking. I ask that you allow me to perform my professional services in your kitchen without interruptions. If you have any questions or concerns, please call me. I can come earlier or stay later. Please call ahead to schedule the extra time needed.

Fees:

Number of Total Entrées: _____

Number of Servings: _____

Fee for Professional Service:\$ _____

Payment Schedule:

Payment of 25% for the above service is due today. The grocery cost as well as balance for services is due the day the services are rendered. For continued cooking sessions, I will mail or email you an invoice prior to our session and payment is due via cash, or check at the time services are provided.

Cancellation Policy:

Cancellations must be received via phone message or email no less than 48 hours prior to the scheduled cooking session. Since regular clients are scheduled on a regular basis, revised dates before the end of the quarter cannot be guaranteed.

_____ Client Signature Date Signed: _____

_____ Z'Chef Signature Date Signed: _____