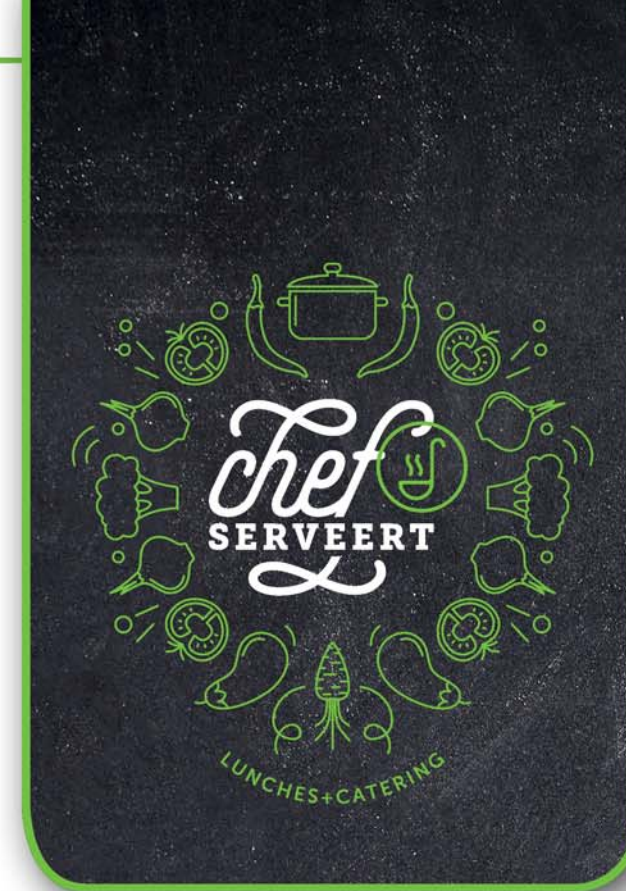


<i>Service to be provided</i>	<i>Booking period</i>	<i>Cancellation period</i>	<i>Percentage charged*</i>
<i>Meeting service (coffee/tea/extras)</i>	<i>No later than 11 a.m. on the business day prior to the service to be provided. Please contact us for later booking options.</i>	<i>At least 4 hours in advance</i>	<i>100% of the incurred costs</i>
<i>Breakfast/standard lunches</i>	<i>No later than 11 a.m. on the business day prior to the service to be provided. Please contact us for later booking options.</i>	<i>At least 1 business day in advance</i>	<i>100% of the incurred costs</i>
<i>Standard receptions, dinner</i>	<i>At least 5 business days in advance. Please contact us for later booking options.</i>	<i>At least 4 business days in advance</i>	<i>100% of the incurred costs</i>
<i>Tailored lunches, receptions, dinners, and buffets</i>	<i>At least 8 business days in advance. Quotation will follow within 3 business days. Approval at least 5 business days in advance</i>	<i>At least 4 business days in advance</i>	<i>100% of the incurred costs</i>
<i>Events/lartailored parties.</i>	<i>At least 14 business days in advance. A tailor-made quotation, based on availability, will follow within 3 business days. Please contact us for later booking options.</i>	<i>According to Beijk suppliers, this differs per order.</i>	<i>According to Beijk suppliers, and 100% of the incurred costs</i>



- In the event that there is a big difference between the specified number of guests and the actual number of guests for events which include service in the cost of the drinks, the overstaffed personnel will be charged as service employees.
We will apply the prices as stated in the active banqueting folder.
- The ordered dishes per party must be within reason.
For example, for a group of 50 people it is reasonable to order 2 types of cold and 2 types of hot snacks. For a group of 100 this can be 3 cold and 3 hot.
Please contact us for additional requirements.
- On-location deliveries are carried out according to the work instructions applicable at that time, which are deposited at the service desk.

It may not be permitted or possible to consume or deliver catering everywhere. In consultation we will then look for a suitable alternative.

