



# SPECIAL EVENT CAKE ORDER SHEET

EVENT DATE \_\_\_\_\_  
DATE ORDERED \_\_\_\_\_

CLIENT NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

PHONE \_\_\_\_\_ CELL PHONE \_\_\_\_\_

EMAIL \_\_\_\_\_ NUMBER OF GUESTS \_\_\_\_\_

TIME OF RECEPTION \_\_\_\_\_ DELIVER BY \_\_\_\_\_

LOCATION \_\_\_\_\_

CONTACT FOR DELIVERY \_\_\_\_\_ CONTACT PHONE \_\_\_\_\_

REFERRED BY \_\_\_\_\_ SAVING TOP? \_\_\_\_\_

FLOWERS/FLORIST \_\_\_\_\_

CAKE STYLE & FLAVOR \_\_\_\_\_

DESIGN NOTES \_\_\_\_\_

GROOMS CAKE \_\_\_\_\_

## LAYOUT SKETCH ON BACK

BRIDAL CAKE: PRICE / SERVING \$ \_\_\_\_\_ GROOM'S CAKE: PRICE / SERVING \$ \_\_\_\_\_

NUMBER OF SERVINGS \_\_\_\_\_ NUMBER OF SERVINGS \_\_\_\_\_

TOTAL BRIDES: \$ \_\_\_\_\_ TOTAL GROOMS \$ \_\_\_\_\_

DELIVERY \_\_\_\_\_ MILES ( X \$1.50/MILE EACH WAY) \$ \_\_\_\_\_

CUSTOM ADD-ON \$ \_\_\_\_\_

GRAND TOTAL \$ \_\_\_\_\_

DEPOSIT (50%) \$ \_\_\_\_\_ RECEIVED \_\_\_\_\_

(DATE AND INITIAL WITH FORM OF PAYMENT)

(BALANCE DUE 14 DAYS BEFORE EVENT)

BALANCE DUE \$ \_\_\_\_\_ RECEIVED \_\_\_\_\_

(DATE AND INITIAL WITH FORM OF PAYMENT)

CUSTOMER SIGNATURE \_\_\_\_\_