

EXAMPLE PRICES ONLY. Not a quote and not a market rate.

Salt and Rye Catering

6 Oven St
Providence, RI 02903
(401) 555-0114

INVOICE

INV-8804

Issued October 24, 2026
Due November 7, 2026

BILL TO

Priya Desai

Event: Saturday, November 14, 2026, 6:00 pm
Venue: The Mill Hall, 200 River St
Guest count: 36
Menu: herb chicken dinner

Description	Qty	Rate	Amount
Herb chicken dinner, per guest	36	\$34.00	\$1,224.00
Staff on site, total hours (example: 4 people, 4 hours)	16	\$26.00	\$416.00
Delivery, setup, and pickup	1	\$180.00	\$180.00
Linen and chafer rental	1	\$150.00	\$150.00
Service charge, example flat amount (about 18% of the menu)	1	\$220.00	\$220.00
Deposit received to reserve the date, credited here	1	-\$500.00	-\$500.00
Subtotal			\$1,690.00
Total due			\$1,690.00

Payment methods: Bank Transfer, Credit/Debit Card, Check

Notes

Example prices for a 36-guest dinner. Not a catering package for sale.

Menu price is per guest. Change the guest count and the line updates. Staffing is 16 hours total in this example, not 16 servers. The service charge is a fee you add (here a flat \$220). A gratuity is money the host or guests choose to add. They are different, and the tax treatment is not the same everywhere. Check your state's rules before you copy either one.

Deposit of \$500 reserved the date. The rest of this sample is due 7 days before the event, with the guest count treated as final then. The downloadable file uses November 7, 2026 for that due date. This generator sets the due date 7 days from today so the sample does not open already overdue. Change it to match the event.

Rentals are passed through. Say whether leftovers leave with the host. This sample does not promise that they do.

Made as a free sample by PaidPilot (paidpilot.io). Replace the example figures before you send it.