

	BAKERY #1	BAKERY #2	BAKERY #3
Company Name			
Contact Name			
Address			
Telephone			
Website/E-Mail			

How long have you been in business?			
How many years of wedding experience?			
Do you have a business license?			
Are you licensed by the State Health Department?			
Have you won any awards?			
Belong to any national or local professional associations?			
How far in advance should I book your bakery?			
How do you coordinate with the other wedding services?			
Is there a taste test available for the cake flavors? Is there a charge for this?			
Do you have a display or photographs of your wedding cakes to view?			
Do you have set styles to choose from or can you customize?			
How far in advance are the cakes prepared?			
Are the cakes ever frozen?			
How many cakes do you prepare in a weekend?			
Can you match the color of the cake to a fabric swatch?			
What flavors of cake and fillings do you offer?			
Who handles the decorating, and when will it be done?			
Do you provide cake cutting service - is this an extra charge?			
Do you have cake toppers and cake knives?			
Do you provide the box and wrapping for the top tier to be stored after our wedding?			
Do you sell cookie trays?			
Do you sell favors?			

	BAKERY #1	BAKERY #2	BAKERY #3
Company Name			
When is final head count due?			
How early before the reception will the cake be delivered and setup?			
Is there a delivery or setup charge?			
Are cakes priced by the slice?			
Are different flavors or fillings priced differently?			
What rental fees are required for pillars, fountains, etc.?			
When would these items need to be returned?			
Any discounts for Friday night or Sunday afternoon receptions?			
Are there savings for having an "off season" reception (Nov-April)?			
When is the deposit & final payment due?			
Do you have a written contract?			
What is your guarantee?			
Do you have a list of packages?			
Are taxes & gratuity included in the price?			
Are there any additional fees?			
Cancellation and refund policy?			
Can you provide three references?			

**MY BAKERY IS:** Company: \_\_\_\_\_ Contact: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Hours: \_\_\_\_\_ Email: \_\_\_\_\_ Website: \_\_\_\_\_

**Wedding Cake:** # of Servings \_\_\_\_\_ # of Tiers \_\_\_\_\_ Shape(s) \_\_\_\_\_ Flavor(s) \_\_\_\_\_

Filling(s) \_\_\_\_\_ Icing Flavor \_\_\_\_\_ Delivery Time \_\_\_\_\_ Extra Cost \_\_\_\_\_

**Extras:**  Cookies/Pastries  Cake Topper  Box for Top Tier  Fountain  Caker Server  Mints/Nuts/Candies  Grooms Cake

**FAVORS/CANDIES:** Company: \_\_\_\_\_ Contact: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Hours: \_\_\_\_\_ Email: \_\_\_\_\_ Website: \_\_\_\_\_

Style: \_\_\_\_\_ Colors: \_\_\_\_\_ Favors: \_\_\_\_\_ Quantity: \_\_\_\_\_