



Phone: 705.858-0500
Fax: 705.858.3021
rockys@tyenet.com
www.rockysonthelake.com

Example quote

Attention: Your name

Re: Quote for Xmas Party

Dear Your name

The following quote for your Xmas party on **DATE, ?? persons** will be **\$ per person**. This price includes transportation from your location on **????** and drop off at people's respective homes, with DJ and dancing for the evening and a delicious buffet dinner.

The buffet dinner will include succulent roast beef, seasoned rotisserie chicken, Mediterranean pasta with zesty tomato and herb sauce, country hearth vegetable medley, fall seasoned roast potatoes, Caesar salad and oriental sesame salad, soup and an assortment of desserts including chocolate turtle and tiramisu cake, pies and ice cream.

You may also have your choice of white and red wine available at an additional cost of \$20 per table, two bottles per table. The cash bar will be open at 6:00 p.m. for cocktails and dinner will be served at 7:00 p.m. sharp. This will be a closed event and our facilities will be open only for your event.

Confirmation is required within 5 business days. A 15% gratuity will be added to the final invoice.

Thank you very much for the opportunity to quote on your upcoming event, we look forward to doing business with you.

Yours truly,

Deborah Roque