



Chocolate Fountain Rental

Thank you for your interest in the Chocolate Fountain. Two plans are outlined below for the fountain rental. Tax is in addition to the listed prices.

Please note that for any special circumstances, we will do our best to accommodate your needs. With all our plans, one of our representatives or myself, will set up the fountain, operate it during your event, teardown, and clean up afterwards.

Plan 1 - 3 hour event with sufficient chocolate for 200-350 people
Cost \$400

Plan 2 - Small Fountain (slightly smaller in height than the large fountain) up to 3 hour event with sufficient chocolate for 150-200 people.
Cost \$300

Remember, not everyone at your event will use the fountain; so don't worry if you have a few more people than one of our plans outlines. We can add chocolate if needed. Ask for details.

Below is a list of suggested dipping items along with other things to consider. If you have any questions, please contact me at any time (517-764-3141), and I'll do my best to answer them.

Thanks again for your interest. We look forward to helping make your event a fun time and huge success.

Sincerely,

Bill Blakemore
Gilbert Chocolates

PS: Please note that we do not supply dipping items or keep them filled during your event. Typically the caterer or hall staff requires they supply these due to insurance policies.

Information helpful for your fountain rental:

Suggested Dipping Items:

- Strawberries
- Rice Crispy treats (the big squares are the best. Use a pizza cutter and cut into small squares.)
- Pineapple Chunks
- Cream Puffs (from Sam's are best)
- Oreos
- Stemmed Cherries
- Pretzels
- Potato Chips
- Nutterbutters
- Marshmallows
- Wafer Cookies
- Grapes

We are often asked how many items are needed. We suggest you have 4-6 items to dip and roughly 4-5 pieces per individual attending. Not everyone will use the fountain. Strawberries will be your most popular item. (If in the Jackson area, check with Keyes Produce if strawberries are out of season.)

Items normally provided by the Caterer:

- Sturdy table with tablecloth and skirting positioned near an electrical outlet or with an extension cord.
- Dipping Items, (or are you the renter handling this?) (some caterers will not let you bring items in).
- Bowls or platters for dipping items
- Toothpicks or skewers for dipping items
- Plates & Napkins
- Assure an electrical source near Fountain area

Questions to ask caterer or facility manager:

- Is there a kitchen with a sink that could be used by Gilbert Chocolates? Is there running hot water?
- Is there a microwave accessible?
- Will the caterer provide personnel to refill the dipping items?
- How early can the fountain be set up and what entrance should be used?

Fax the final two completed pages to Gilbert Chocolates
Fax: 517-764-0320

Chocolate Fountain Agreement

I, _____, agree to rent the chocolate fountain from Gilbert Chocolates on ____/____/____ from _____ (am or pm) to _____ (am or pm)

Location: _____

Gilbert Chocolates will provide the fountain, staff and enough chocolate for Plan ____ (1 or 2). I agree to the rental fee of \$_____ plus \$ tax (6% MI Tax).
For a total of: \$_____

The payment schedule is as follows:

\$106 non-refundable deposit due with signing of agreement.*

*Balance to be paid two (2) weeks prior to the event.

Thank you for choosing Gilbert Chocolates to be a part of your event.

Cordially, Gilbert Chocolates

Fountain Renter Information:

Name: _____

Address: _____

City (MI) Zip: _____

Phone: _____

(____) _____ - _____

You may use your credit card for the deposit and final payment if you wish.

Name on Card: _____

CC#: _____ Exp: ____ (mm) ____ (yy)

Billing Street Address: _____

City/State: _____, _____ Zip: _____

Helpful information for us to make your event great:

Date of your event: ___/___/___

Location of your event: _____

Contact Person at the above location: _____

Contact Persons Phone Number: (____) ____ - _____

Start Time of your event (the time the first guest will arrive): _____ (am or pm)

Anticipated number of guests: _____

Sink and Hot water available: ___Yes or ___No

Microwave available: ___Yes or ___No

Set-up near electrical outlet: ___Yes or ___No

Any questions for Gilberts? (list below)