



Catering Questionnaire

Thank you for considering Esencias Panamenas to cater your event.

So that we may better assist you and provide you with an estimate, please complete the questionnaire below and email your completed questionnaire to info@esenciaspanamenas.com.

Please answer ALL questions (enter "N/A" if question is not applicable)

Please tell us about your event

Contact Name:

Telephone:

Event Type:

If Other:

Event Date:

Start Time:

End Time:

Expected Number of Guests:

Event Budget:

Next, we need a little bit of info about your event location

Event Address:

Does the venue require a copy of our business license and/or liquor license?*

Yes

No

I'm not sure

Does the venue have a kitchen?*

Yes, it has a full kitchen (with a regular oven)

Yes, it has a finishing / warming kitchen (e.g., has a warming oven or similar rather than a full/regular oven)

No

I'm not sure

Anything else we should know about the location?

Can you tell us a bit about your event set-up?

Type of Catering:

Arrival/Delivery Time:

What type of materials will you need? Choose all that apply:

Disposable goods (silverware, cups, plates)

Disposable wire chafer warmer kit sets

Delivery & Set-Up or Full-Service Only: Tablecloth(s) for food table(s)

Full-Service Only: Non-disposable china/crystal/silverware

Full-Service Only: Decor for food table(s)

I do not need any materials

FULL-SERVICE CATERING ONLY:

What style of food service would you like?

Server-Passed

Stationary Buffet

Combination

FULL-SERVICE CATERING ONLY:

Are you in need of bartenders?

Yes

No

I'm not sure

Last section, we promise! We just have a few questions about your menu.

Which menu are you interested in?

To view our available preset menus, please go to: <https://esenciaspanamenas.com/catering/#CateringPackages>

Buffet Menus:

Seated Menus:

All Hors D'oeuvres

Panamanian Plato Tipico

Taco Bar

Panamanian Delight

Light Lunch

DC Elegance

A Night In Panama

Caribbean Bliss

Southern Charm

None of the above, I would like a custom menu

Complete This Page ONLY if you selected CUSTOM MENU:

What appetizers are you interested in?

(e.g., empanadas)

What proteins would you like to have?

(e.g., beef, chicken, fish, vegetarian/vegan)

What side dishes would you like to have?

(e.g. rice, pasta, potatoes, salad, sweet plantains, veggies)

What drinks would you like?

(e.g., mocktails, iced tea, wine)

What desserts would you like?

(e.g., e.g. cakes, cup cakes, tarts)

Complete This Page ONLY if you are interested in FULL-SERVICE catering:

Will there be a cake at this event?

Regardless of whether it is provided by Esencias Panamenas.

Yes

No

If YES: Will you need Esencias Panamenas to cut and serve the cake?*

Yes

No

IF YES: Would you like Esencias Panamenas to make the cake?

Yes

No

If you would like Esencias Panamenas to make the cake, please answer the following questions—

What type of cake?

Regular

Gluten-Free

Vegan

Number of Tiers:

Any final comments?