

AUSTRALIA'S MOST ELEGANT HIGH TEA

HIGH TEA DELIGHTS

*High Tea Delights*

THE MOBILE HIGH TEA CO.

INDIVIDUAL PRICING



***High Tea Delights Contact Details:***

440 Forest Road, Bexley NSW  
(Park at the Back on Albyn Street)

Phone: 02-9599 5569

Email: [info@highteadelights.com.au](mailto:info@highteadelights.com.au)

# *High Tea Delights*

## *Individual Hire Price List*

**Minimum order to collect from our showroom is \$80**

***Our Promise: We only stock superior quality items. You will never pay for cheap imitations with us!***

**You can collect your items from our showroom at 440 Forest Road, Bexley NSW (By Appointment)**

*Parking available at the back in Albyn Street.*

***All items herein are subject to availability***

1. EVENT DETAILS		
Event Date:	Event Time:	
Number of Guests:	Estimated Number of Tables:	
Organiser's Name:	Contact Number:	
Organiser's Email Address:		
Function Address:		
Type of Event: <i>(Kitchen Tea, Birthday)</i>		
<input type="checkbox"/> Delivery OR <input type="checkbox"/> Proposed Pickup Date/Time:	Proposed Return Date/Time:	

2. CROCKERY HIRE DETAILS: PLEASE SELECT YOUR CHOICE OF TEA SET BELOW				
China Hire Set:	<input type="checkbox"/> English Rose	<input type="checkbox"/> Veritably Vintage	<input type="checkbox"/> Mad Hatter's	<input type="checkbox"/> Harlequin
	<input type="checkbox"/> Tiffany	<input type="checkbox"/> Royal Albert	<input type="checkbox"/> Miranda Kerr	<input type="checkbox"/> Spring Blooms
Crockery & China	Price	REQ:		
<b>Select here for VINTAGE, ROYAL ALBERT, MIRANDA KERR SETS</b>				
<b>Notes: Royal Albert &amp; Miranda Kerr Trios (+\$0.50 ea). All Our Vintage China is Made in England.</b>				
Vintage Teacup <b>Trio</b> (Matching Teacup, Saucer & Cake Plate)	\$4.50 ea			
Cake Plate on its own (Teacup Trios Already Include Cake Plate)	\$1.00 ea			
Sandwich Platter (Ornate & Floral Plates With Handles The Size Of A Dinner Plate)	\$4.50 ea			
Three Tier Cake Stand - Superior Quality Royal Albert Cake Stands	\$12.00 ea			
Teapot - Serves 6 - Stunning Royal Albert Teapots Assorted Patterns	\$12.00 ea			
Sugar Bowl & Milk Jug Matching Set - Assorted Vintage Patterns	\$7.00 set			
Sugar Bowl With Lid & Milk Jug - Royal Albert or Miranda Kerr Matching Set	\$10.00 set			
Cream & Jam Bowls set	\$2.00 set			
<b>Harlequin Set</b>				
Teacup Trio - Matching Teacups & Saucers in 5 colours - Cake Plate in Pastel Pink only	\$4.50 ea			
Sandwich Platter	\$4.50 ea			
Teapot Pink in the Harlequin Style - Serves 6-8 (Pink-Gold or White-Gold)	\$12.00 ea			

<i>Sugar Bowl &amp; Milk Jug Set in the Harlequin Style</i>	<i>\$8.00 set</i>	
<i>Cream &amp; Jam Bowls Set</i>	<i>\$2.00 set</i>	
<i>Three Tier Cake Stand In The Harlequin Style</i>	<i>\$12.00 ea</i>	
<b><i>Tiffany Set (Shares the same Teapots &amp; Cake Stands as the Harlequin)</i></b>		
<i>Teacup Trio - Matching Teacups, Saucers &amp; Cake Plates in Blue, Pink or Teal</i>	<i>\$4.50 ea</i>	
<i>Sandwich Platter</i>	<i>\$4.50 ea</i>	
<i>Teapot same as the Harlequin Style - Serves 6-8 (Pink-Gold or White-Gold)</i>	<i>\$12.00 ea</i>	
<i>Sugar Bowl &amp; Milk Jug Set (Pink, Blue or Teal)</i>	<i>\$8.00 ea</i>	
<i>Cream &amp; Jam Bowls Set</i>	<i>\$2.00 ea</i>	
<i>Three Tier Cake Stand same as the Harlequin Style</i>	<i>\$12.00 ea</i>	
<b><i>English Rose Set</i></b>		
<i>Teacup Trio (Matching Teacup, Saucer &amp; Cake Plate)</i>	<i>\$4.50 ea</i>	
<i>Oval Sandwich Platter in the English Rose Set</i>	<i>\$4.50 ea</i>	
<i>Teapot in the English Rose Set (Serves 3-4)</i>	<i>\$8.00 ea</i>	
<i>Sugar Bowl With Lid &amp; Milk Jug in the English Rose Set</i>	<i>\$10.00 set</i>	
<i>Two Tier Arched Cake Stand In The English Rose Set</i>	<i>\$8.00 ea</i>	
<i>Cream &amp; Jam bowls set</i>	<i>\$2.00 set</i>	
<b><i>Spring Blooms Set</i></b>		
<i>Teacup Trio (Matching Teacup, Saucer &amp; Cake Plate)</i>	<i>\$4.00 ea</i>	
<i>Oval Sandwich Platter in the Spring Blooms Tea Set</i>	<i>\$4.00 ea</i>	
<i>Teapot in the Spring Blooms Tea Set (Serves 6)</i>	<i>\$10.00 ea</i>	
<i>Sugar Bowl With Lid &amp; Milk Jug in the Spring Blooms Tea Set</i>	<i>\$8.00 ea</i>	
<i>Two Tier Cake Stand In The Spring Blooms Tea Set</i>	<i>\$10.00 ea</i>	
<i>Cream &amp; Jam bowls set</i>	<i>\$2.00 ea</i>	
<b><i>Glassware, Crystal &amp; Porcelain - Only available with china hire</i></b>		
	<b><i>Price</i></b>	
<i>Champagne Flutes Classic</i>	<i>\$0.90 ea</i>	
<i>Wine Glasses Classic</i>	<i>\$0.90 ea</i>	
<i>Highball Water Glasses Classic</i>	<i>\$0.90 ea</i>	
<i>Champagne Coupes (Old Fashion Wide Mouth Champagne Glasses)</i>	<i>\$2.00 ea</i>	
<i>Apothecary Drink Dispenser - Etched Glass 7 Lt Capacity</i>	<i>\$30.00 ea</i>	
<i>Crystal Drink Dispenser - Very Beautiful 3.5 Lt Capacity</i>	<i>\$25.00 ea</i>	
<i>Mason Style Drink Dispenser 7Lt Capacity</i>	<i>\$15.00 ea</i>	
<i>Mini Glass Milk Bottles With Paper Straw In White-Pink Or White-Aqua</i>	<i>\$1.20 ea</i>	
<i>Glass Pedestal Cake Stand (For birthday/wedding cake) 30-33cm Diameter</i>	<i>\$5.00 ea</i>	
<i>Flower Vase Vintage Cut Glass Various Styles (20-25cm)</i>	<i>\$7.00 ea</i>	

<i>Mini Crystal Vases For Flowers Approx. 8-10cm Various Styles</i>	<i>\$2.50 ea</i>	
<i>Mini Crystal Vases For Flowers Approx. 12-15cm Various Styles</i>	<i>\$2.50 ea</i>	
<i>Mason Jars or Mini Bottles for Flowers (Please circle your preference)</i>	<i>\$1.50 ea</i>	
<b><i>Cutlery &amp; Silverware - Only available with china hire</i></b>	<b><i>Price</i></b>	
<i>Gold Plated Ornate Tea Spoons</i>	<i>\$1.00/piece</i>	
<i>Gold Plated Ornate Cake Forks</i>	<i>\$1.00/piece</i>	
<i>Gold Plated Ornate Cake Servers</i>	<i>\$5.00/piece</i>	
<i>Ornate Tea Spoons Silver Plated</i>	<i>\$0.70/piece</i>	
<i>Ornate Cake Forks Silver Plated</i>	<i>\$0.70/piece</i>	
<i>Cake Knife &amp; Cake Server Set - Silver</i>	<i>\$10.00 set</i>	
<i>Cake Knife &amp; Cake Server - Gold</i>	<i>\$10.00 set</i>	
<i>Tea Strainers Silver Plated</i>	<i>\$3.00 ea</i>	
<i>Sugar Tongs plain</i>	<i>\$1.00 ea</i>	
<i>Scissor Tongs Ornate Silver Plated</i>	<i>\$3.00 ea</i>	
<i>Champagne Bucket Vintage Silver Plated</i>	<i>\$10.00 ea</i>	
<i>Champagne Bucket for Multiple Bottles 50cm diam. Embossed Metal Very Pretty</i>	<i>\$30.00 ea</i>	
<b><i>Linen &amp; Crochet - Only available with china hire</i></b>	<b><i>Price</i></b>	
<i>Tablecloth Plain White 275 cm long For Trestle Tables (Needs sufficient notice)</i>	<i>\$12.00 ea</i>	
<i>Crochet Tablecloth Large</i>	<i>\$12.00 ea</i>	
<i>Crochet Tablecloth Medium</i>	<i>\$8.00 ea</i>	
<i>Crochet Tablecloth Round</i>	<i>\$8.00 ea</i>	
<i>Crochet Doilies Large, Medium or Small (Please circle your preference)</i>	<i>\$1.50 ea</i>	
<b><i>Other Essentials - Only available with china hire</i></b>	<b><i>Price</i></b>	
<i>Hot Water Urn 20 Lt capacity</i>	<i>\$20.00 ea</i>	
<i>Hot Water Urn 30 Lt capacity</i>	<i>\$30.00 ea</i>	
<i>Trestle Table 180 cm long</i>	<i>\$15.00 ea</i>	
<i>Optional Cleaning is charged at 20% of your order, minimum \$50</i>		
<b><i>Props &amp; Decorations - Only available with china hire</i></b>	<b><i>Price</i></b>	
<i>Ivory Lace Parasol (Umbrella) for Photo shoots</i>	<i>\$6.00 ea</i>	
<i>Ivory Lace Fan in Ivory or Black (Pls circle your preference)</i>	<i>\$4.00 ea</i>	
<i>Vintage Bunting Double Sided Top Quality 2.8 meters long Bridal Style</i>	<i>\$7.00 ea</i>	
<i>Floral Vintage Bunting Double Sided Top Quality 3 meters long Pink or Duck Egg</i>	<i>\$8.00 ea</i>	
<i>Floral Vintage Bunting Double Sided Top Quality 4 meters long Pink or Duck Egg</i>	<i>\$9.00 ea</i>	
<i>Ornate Blackboard White or Pink with Black Easel 1.40cm</i>	<i>\$20.00 ea</i>	

3. PAYMENT INFORMATION - *Please ensure to fill this section and tick the correct boxes below.*

<input type="checkbox"/> Credit Card	<input type="checkbox"/> Direct Deposit	<input type="checkbox"/> Cash on the Day
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**EFT DETAILS:** Account name: High Tea Delights - BSB: 062-283 Account Number: 1022 6583 - Ref: Your Name

4b. SECURITY BOND: **PLEASE DO NOT SKIP THIS PART.** This section is required even if you are paying by another method. If you do not wish to fill out this part, a refundable cash deposit is required. The damage deposit is: 10-49 guests \$250 and over 50 guests add \$10 for every 10 additional guests.

Cardholder's Name:  Please debit the balance to this card

Credit Card Number: Expiry Date:

**Important Notes: \*\*\*NO DEBIT CARDS AS SECURITY BOND\*\*\***

Your Credit Card Details Are Safe With Us! For your booking to be confirmed you need to pay the deposit and to complete, sign & return this form to us by email. Your credit card will not be charged unless you elect to pay the balance by Credit Card or in the unlikely event of losses or breakages.

## Terms & Conditions

### 1. Bookings

To secure your booking a deposit is required. Also please complete, sign and return this booking form up to 7 days prior to your function. You can forward this form by email to the following address: [info@highteadelights.com.au](mailto:info@highteadelights.com.au). Alternatively, you can take photos of the pages & forward to us by email.

**Note:** It is a condition of hire that High Tea Delights is the only supplier of hire china at your event because mixing china from different suppliers can result in errors and loss of hire property. It is allowed to hire items that we don't provide from other suppliers, but not similar items.

Example 1: Half the teacups from us and half the teacups from another source is not allowed.

Example 2: Teacups from us and Teapots from another source is allowed.

### 2. Payments

- Deposit Payments can be made by PayPal, Credit Card or EFT. Balance payments can be made by Credit Card, Direct Deposit or Cash on Delivery/Collection.

- The balance must be paid in full before the date of your function. We reserve the right to cancel your booking if you fail to make the necessary payments.

- If you believe you have been incorrectly charged you should speak to us first. False credit card details and charge backs to avoid paying for rendered services or for damaged items will be treated as fraud.

**Note:** In the event where your overdue account is referred to a collection agency and/or law firm, you will be liable for all costs which would be incurred as if the debt is collected in full, including legal demand costs.

### 3. Delivery, Collection, Returns & Late Fees

**A.** Deliveries and collections usually take place on Thursdays and Fridays for weekend bookings. All hire items must be returned on the Monday or Tuesday after the hire weekend or as per the arrangements made between you and High Tea Delights.

**C.** The hirer must account and inspect all items upon delivery/ collection to ensure complete satisfaction. High tea delights will not be in position to make amends in the unlikely event of human error or malfunctioning equipment, as no staff are available on weekends to deliver/exchange hire items.

**D. Delay in return of the hire items without prior arrangement will incur a *late fee of 20% of your order total per day.***

#### **4. Final Guest Numbers**

*Final numbers are to be confirmed and the balance payment is to be made in full no later than 7 days prior to the date of your function. If the guest numbers change, you should notify us at least 7 days prior to the event. If your guests cancel within 3 days prior to the event, the entire amount is payable even if they are not attending.*

#### **5. Refunds & Cancellations**

- **Bookings of less than 100 guests:** *Cancellations occurring at least 7 days prior to the event will attract a \$150 administration fee. The remaining amount will be refunded.*
- **Bookings over 100 guests:** *The entire deposit amount will be forfeited.*
- *Cancellations between 4 and 7 days prior to the event will attract a 50% cancellation fee.*
- *Cancellations occurring between 3 and 0 days before your event will attract a 100% cancellation fee.*
- *Cancellation fees will be charged to the credit card provided as security.*
- *High Tea Delights will refund the entire amount you have paid to us if for any unforeseeable reason we are unable to provide our services.*

#### **6. Credit Card & Damage Bond**

*All bookings require a damage deposit and/or a valid credit card as security depending on the size of your booking. There will be no charges to the credit card provided unless in case of cancellation in accordance with paragraph 4, or in the unlikely event of damages. You will be issued with an invoice for all damaged/lost items. Your credit card will not be charged unless you fail to settle the invoice within 7 days. If the value of the lost/damaged items exceeds the cash deposit, you will need to pay the difference by card or EFT. The charges for each damaged or lost item are outlined in Paragraph 12.*

#### **7. Cleaning of China and Silverware - NO DISHWASHER**

*Unless you have prepaid for cleaning, it is required to carefully hand wash the china and cutlery before returning to us. All items must be in the same condition as hired. Failure to properly wash the items will result in a cleaning fee charged to your credit card. **Please refer to our cleaning guide at the end of this form.***

*Under no circumstances are our crockery and cutlery to be placed in a dishwasher because it will cause irreversible damage. Regrettably you will be charged full price for every item that went into the dishwasher.*

#### **8. Damaged items**

*All goods hired are the responsibility of the hirer from the time of delivery/collection until they are returned to High Tea Delights. You agree that any losses, damage or breakages will be charged to the credit card provided by the hirer as per section 6. The Hirer shall protect the equipment during the time of delivery, use, storage or waiting period before collection/return of the items.*

*Any person signing the documents for and on behalf of the Hirer hereby confirms that he/she has the authority of the Hirer to make this agreement on the Hirer's behalf and is empowered by the Hirer to bind the Hirer to this agreement.*

#### **9. Lost & Found.**

*If an item that was considered lost is found after the date, it is your responsibility to return the item to our premises.*

## 10. Replacement Schedule

*Breakages are not common but sometimes accidents do happen. The replacement cost of any damaged or breakage to hired items will be charged to the client.*

*Unfortunately any breakage to a tea trio (cup, saucer or cake plate) or a set (sugar bowl/milk jug) means that the trio can no longer be used as a set so the whole trio or set must be replaced. Items not listed below are generally charged at 7 times the hire price.*

- *Tea Spoons, Cake Forks, Sugar Tongs, Cake Servers: \$10 per piece*
- *Champagne or Other Glass: \$5 a piece*
- *Champagne Flute Crystal, Pink \$10 a piece*
- *Dessert Knife, Dessert Fork, Dessert Spoon, Cake Tongs: \$20 per piece*
- *All Tea Cup, Saucer, Milk Jug, Sugar Bowl, Side Plate, Tablecloth: \$30 per piece*
- *Royal Albert Teacup, Saucer, Cake Plate: \$60 per piece*
- *Royal Albert Teapot, Sugar Bowl & Milk Jug Set: \$250*
- *Royal Albert Teapot: \$100 - Royal Albert Cake Stand: \$80 per piece*
- *All Other Teapot, Cake Stand, Serving Platter, Sandwich or Cake Plate: \$50 per piece*
- *Miscellaneous items: POA (Please ask)*

## 11. Liability

*Our products and services are provided to the best of our ability and like all other business, we rely upon employees, contractors, vehicles, weather & traffic conditions, as well as information and facts you provide.*

*We will make all reasonable efforts to complete the agreed supply of products and services within the time that we agreed upon. However, we shall not be held liable for any loss or damage suffered because of any unavoidable or reasonable delay in completion due to unforeseeable reasons outlined above, including your failure to deliver items such as payments, documents or information.*

## 12. Privacy of Information

*All the information you provide to High Tea Delights remain private and confidential. We will never share or exchange your information with any third party. We do not store clients' financial information. Your financial information are required for internal use only (Balance payments & Security Bond for the china you receive) and will be destroyed after your booking has concluded.*

## 13. Validity of Price List

*Prices are subject to change without notice. However, any booking made before a price change will be locked in at the price that was valid at the time of the booking.*

### 5. CONFIRMATION & AGREEMENT

I hereby confirm that the information I have provided in this form are true and correct and I agree to the above terms and conditions

NAME:

SIGNATURE:

DATE:

## Crockery & Cutlery Cleaning Guide

If you do not wish to wash the china you are more than welcome to pay the cleaning fee. If you elect to clean the china but it is not properly clean, your entire order will be re-washed and regrettably you will be charged the cleaning fee. To ensure you will not be charged the cleaning fee, please follow these simple steps:

- Linen must be washed according to care instructions. **Absolutely no clothes dryer**
- Carefully wash all cutlery and glassware & crockery with soapy warm water using a soft sponge the same day they were used. This makes cleaning much easier and helps avoid permanent stains. **Absolutely no dishwasher**
- Let the items dry
- Inspect all teacups for traces of lipstick, grease, dried tea residue on the bottom
- Inspect all saucers for traces of grease, food or dried tea residue
- Inspect all cake plates for traces of grease, food crumbs or stains.
- Inspect all teapots for grease on the handles, tea residue inside as well as tea stains on the rim under the lid
- Inspect all tiered cake stands for traces of food, grease or stains
- Inspect the cutlery for traces of grease, dried food or stains.
- Inspect all other miscellaneous items that came in contact with food or liquids for grease or stains.
- Rewash all items that are not thoroughly clean & let the items dry before repacking.
- Absolutely no Dishwasher because it will cause irreversible damage. Regrettably you will be charged the cost of replacement for every item that went into the dishwasher.

*Thank you for taking care of our beautiful china.*

*Your consideration guarantees that other people will also enjoy it for years to come!*

*High Tea Delights - The High Tea Catering Co.*