



## Private dining – booking guide

Thank you for your interest in booking a private dining event with me. This document will guide you through how the process should look from start to finish, but if you have any questions that aren't covered here, please feel free to ask.

### Upon enquiry

- I will inform you if your requested date is available or give you a list of available dates for you to choose from.
- At this point, if you have any questions or specific requirements, please let me know. I will try to get back to you as soon as possible, but please bear in mind that if I am cooking for a paying customer, I will not check my phone or answer calls. I will catch up on enquiries the following day.
- If you are happy to go ahead, I will send you a link to an online booking form.
- Have a browse of my menus at [www.djamkitchen.com/privatedining](http://www.djamkitchen.com/privatedining) to get a feel for what each of my menus offer (more info on the menus on page 2). Bear in mind that my menus will vary depending on availability of seasonal ingredients. There is no hurry to decide just yet – that comes later.
- Please note that the minimum numbers for booking are as follows:
  - Gastro Menu: 6 people
  - Masterchef Menu: 4 people (Mon-Thu), 6 people (Fri-Sun)
  - Tasting Menu: 4 people (Mon-Thu), 6 people (Fri-Sun)
- I may be able to accommodate smaller groups, however these will be charged at a minimum rate of £275.

### Travel

- I am based in DL15.
- I do not charge a fee for any travel less than 1 hour each way.
- Any travel over 1 hour is charged at 45p per theoretical minute each way (the amount of time it should take without any interruptions). For example, if your event is a 3 hour round trip (1.5 hours each way), there would be a fee of 180 (minutes) x 0.45 (pence) = £81.

- For any travel over a 4 hour round trip, there will be a fee for nearby accommodation. Please rest assured that I will find the cheapest clean accommodation nearby.

### Booking

- Your date is secured once I have received your completed booking form and a deposit of £10pp. Details for paying the deposit can be found in the booking form.
- If another customer enquires about your date and you have not completed the above actions, I will offer you 48 hours to secure the date before making it available.
- I will send you an email or DM to confirm that you are booked in.
- At this stage the menu prices are locked in. You are protected from any future price increases, should they occur.

### The Menus

- **Gastro Menu (£55pp)** – 3 courses, aimed towards guests who would like a laid back, gastro pub style meal.
- **Masterchef Menu (£69pp)** – 4 courses, featuring some of my favourite seasonal dishes and dishes from the show. Dishes on this menu are a little more refined, aimed towards guests looking for something extra special.
- **Tasting Menu (£79pp)** – 7 course set tasting menu. Every dish is developed using my favourite seasonal ingredients, designed so that each dish flows into the next for a unique fine dining experience in your home.

### 2 weeks before

- I will be in touch by email to check that all is okay, and prompt you to have another look at my menus. At this point, I will need your final menu choices within the next 2-3 days so I can order your ingredients. If you would like to discuss the menu, we can arrange a phone call.
- **When deciding your menu choices, all guests must eat the same dishes from the same menu. It is imperative to your experience that this is understood.** If you are not sure what this means, please ask me to explain in further detail. Unfortunately, I cannot offer refunds of deposits to any customers who request different dishes for every guest and then decide to cancel when they can't have that. I apologise if this seems harsh, but I would then need to find a last-minute booking to maintain a consistent income and I can't afford to lose out if the terms have not been understood correctly.
- If you have any vegetarians/vegans or other dietary requirements, we can discuss alterations to dishes to accommodate these guests. I have vegetarian alternatives to most of my dishes, so this is no problem. For bookings with several dietary requirements, I will provide you of a detailed breakdown of my menu, detailing which dishes can be modified so that they are suitable for all guests.

### On the day

- I will be in touch by email to confirm all your details. This will include confirmation of your final menu choices, and any outstanding balance to be paid on the evening.
- I will aim to arrive between 30 minutes to 1 hour before your requested start time, depending on how much on-site preparation is required (your menu choices and

number of guests will dictate this). I'll advise you of my arrival time in the email. Please note that this is an approximate time – I'll always give myself more time than needed in case of any delays. If I encounter a delay en route that will affect your start time, I will contact you by telephone to let you know (this is incredibly rare)

- Shortly before I arrive it would be helpful if you could set your table how you like it (I am currently unable to provide table decoration) and preheat the oven to 180°C. If you have a second oven, please preheat this to 80°C.
- I bring my own plates (unless you request otherwise), but I do not bring cutlery, glassware etc. Please bear in mind that we can wash cutlery for you in between courses – it is not expected that those eating a 7 course menu will have enough cutlery in their drawers!
- When I arrive, I will ask you the easiest way to get to the kitchen, and I will unload my equipment. If you would like me to take my shoes off, please let me know!
- I will need to use your oven, hob, sink and kettle. I will bring all other equipment with me. I use a cooler box for my chilled ingredients, so I do not need fridge space (unless otherwise agreed). I may occasionally need a little freezer space, but I will inform you in advance if this is the case.
- I love dogs and will always say hello to your pets! While I'm cooking, it would be helpful if pets could remain out of the kitchen for their own safety – I might trip over them, or drop an ingredient (e.g. chocolate) that is toxic to animals.
- During service, I will try to get food out at a reasonable speed. With larger groups, this may take a little longer. You are welcome to leave the table in between courses, but please bear in mind that I won't be able to serve the next course until everyone is accounted for.
- I'm more than happy to chat, and you're welcome to watch and take photos.
- At the end of the evening, I will clean up and leave your kitchen as I found it. Payment can be made by cash, bank transfer or credit/debit card. Bank transfer or cash are preferable, as I am charged a 2% fee of any card payments taken. I kindly ask that payment is made on the evening after your event has finished (unless agreed otherwise in advance). This way I don't have to chase people for money, which I feel takes the shine off your experience. Invoices and/or receipts can be provided if necessary.
- After your event, I would be very grateful if you could review your experience. Reviews increase my online exposure which helps me grow my business. You can do this a few different ways:
  - By searching 'Chef Mike Bartley' on Google and leaving a review.
  - By writing a recommendation on Facebook. Click on my page at 'Mike Bartley – Masterchef 2021'. Click on reviews. Then where it says "Do you recommend Mike Bartley – Masterchef 2021?" select your answer and leave any comments/photos you have.
  - By tagging me in your Instagram posts - @chefmikebartley. Please bear in mind that I won't be able to see any tags if your profile is set to private and we don't follow each other.