AYEDU · VENDOR PLANNING

The Caterer Comparison Checklist

Tasting three caterers in the same month makes every menu blur together. Fill this in after each meeting, then compare all three side by side before you sign. Print it, or fill it in on your phone.

1. The Basics

	CATERER A	CATERER B	CATERER C
Caterer name			
Date met / tasted			
Contact & phone			
Worked our venue before?			

2. Pricing

	CATERER A	CATERER B	CATERER C
Total estimated cost			
Price per guest			
Minimum guest count			
Deposit & due date			
Final headcount deadline			

3. What's Included

Check the box only if it's in the written proposal, not just mentioned in conversation.

	A	B	C
Servers & bartenders included	☐	☐	☐
Setup & cleanup included	☐	☐	☐
Tables, linens & flatware	☐	☐	☐
Cake-cutting service included	☐	☐	☐
Vendor meals included	☐	☐	☐
Tasting included before booking	☐	☐	☐
Liability insurance carried	☐	☐	☐
Written itemized proposal provided	☐	☐	☐

4. Dietary & Cultural Cuisine

If your wedding spans multiple cuisines or traditions, confirm these before anything else.

	A	B	C
Vegetarian & vegan options	☐	☐	☐
Gluten-free options	☐	☐	☐
Nut & dairy allergy protocol	☐	☐	☐
Kosher meals available	☐	☐	☐
Halal-certified prep available	☐	☐	☐
Separate veg / non-veg kitchen	☐	☐	☐
Experience with multiple cuisines at one event	☐	☐	☐
Can prepare family recipes	☐	☐	☐

5. Score It

Rate each factor 1 (weak) to 5 (excellent), then add up the column. The highest total usually settles a close call faster than instinct alone.

RATE 1–5	CATERER A	CATERER B	CATERER C
Cost & value			
Menu quality & flexibility			
Dietary accommodation			
Staffing & service style			
Venue compatibility			
Contract clarity			
TOTAL / 30			

Notes

Once you've picked your caterer, bring the rest of your vendor research into AyeDu, budget tracking, contracts, and your full planning timeline, all in one place. Get started free at ayedu.ai.