



# Scratch Bakery

*It's made from Scratch!*

## SCRATCH BAKERY'S GUIDE FOR WEDDING AND GROOM CAKES

We here at Scratch Bakery would like to congratulate you on your upcoming nuptials. We understand how stressful planning such an important event can be so you can rest assure that we pride ourselves in making sure the process of ordering with us is relaxing, professional and even a fun procedure. In this guide we have provided you with all of the information needed when ordering your wedding/groom cake with us. If you still have any additional questions please feel free to contact us and we will be happy to assist you. Thank you for considering Scratch Bakery for your special day!



4151 William Styron Sq.  
Newport News, Va. 23606  
757-833-0965  
757-534-8978  
[www.itsmadefromscratch.com](http://www.itsmadefromscratch.com)

## CONSULTATION

The first step to ordering your cake with us is to set up a consultation appointment. Your consultation will be conducted at our place of business located at: 4151 Styron Sq. Newport News, VA 23606, in Port Warwick. Our hours of operation are as follows:

Tuesday-Friday 10am to 6pm

Saturday 10am to 3 pm

We are closed Sundays and Mondays except for deliveries

Our price for consultations is 20.00 which provides you with 4 different flavors of your choice to taste for up to 2 people. Tastings for our specialty butter cream, fillings or additional flavors will be extra. During your consultation we will go over the details of your cake. You are welcome to bring in any items, pictures, invitations or materials that you would like incorporated on your cake or to inspire your cake design. It is also recommended that you have a good idea on how many guests you will be serving and the date that you have set for your special event. We would prefer to have at least a month's notice on all wedding/groom cakes as preparing such an important cake takes a considerable amount of planning, time and care. Once you are satisfied with the final design we will then proceed to the next step which is your down payment.



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## PRICING AND PAYMENT PROCEDURE

NOTE: THESE ARE ALL STARTING PRICES TO OUR CAKES. FINAL PRICES DEPEND ON THE DEGREE OF DIFFICULTY, FLAVOR CHOICES, SERVING SIZES AND ADDITIONAL DECORE.

### **Our starting prices are as followed:**

Butter cream covered cakes: 3.50/ serving

Fondant covered cakes: 5.00/serving

Cake fillings such as strawberry, raspberry, cream cheese, chocolate and more are available upon request for an additional .50 per slice.

### **We can also provide more untraditional baked goods for your event such as:**

Basic decorated oversized cupcakes: 3.00/cupcake (additional cost for more intricate decorations.)

Brownies: 24.00/dozen

Our famous gooey bars: 24.00/dozen

Hand decorated sugar cookies: 24.00/dozen

Chocolate chip, Chocolate Chip Walnut, Chocolate Chip Walnut Coconut and Oatmeal Raisin Cookies: 24.00/dozen

Mini cupcakes: 24.00/ 2 dozen (additional cost for more intricate decorations.)

Cake pops: 30.00/dozen

Delivery and set up: 50.00



## PRICING AND PAYMENT CONTINUED:

Once we have completed your price quote and finalized your design, we require a 50% down payment at the time your order is placed, which locks you into our calendar and is nonrefundable. The remaining balance is due at least 1 month prior to your event. For all orders that are placed less than 1 month prior to your event, a rush fee will be added to your total price and total balance is due at the time you place your order.

**IMPORTANT: We will not start on your cake until we have received full payment for your cake.**



## SIGNING OUR CONTRACT

We do require all of our brides and grooms to sign our contract. We will provide you with a copy for your records. It is important that you read it over as it contains important information.

## ENJOY YOUR DAY!

You can rest assured that when it comes to your wedding/groom cake you will have no worries. Just relax and enjoy your day and leave everything pertaining to your cake to us.

## CAKE FLAVORS:

The following list contains all of our regular and specialty flavors. If you do not see your desired flavor listed, please let us know and we will see if it can be accommodated.

French Vanilla-Almond

Chocolate

Strawberry

Coconut

Banana

Pound Cake

Pina Coloda

Lemon

Orange

Cinnamon

White

Key Lime

Swirled Cake

Red Velvet

Carrot

Pumpkin Spice

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## BUTTER CREAM AND FILLING FLAVORS:

Our Specialty Butter Cream  
Fresh Strawberry Butter Cream  
Orange Butter Cream  
Pineapple and Coconut Butter Cream  
Peanut butter Butter Cream  
Almond Butter Cream  
Coconut Butter Cream  
Chocolate Butter Cream  
Raspberry Filling  
Apple Filling  
Champagne Butter Cream  
Lemon Butter Cream  
Mint Butter Cream  
Caramel Butter Cream  
Fresh Strawberry Filling  
Fresh Banana Filling  
White Chocolate Butter Cream  
Cream Cheese Butter Cream  
Bavarian Cream Filling



## ADDITIONAL TIPS

- Make sure the venue that is hosting your event provides you with a sturdy table for your cake as cakes can be very heavy.
- Optimal room temperature for cake is 70 degrees and below. If you plan to hold your event outside please make sure to let us know, as some fillings cannot be stored in warmer temperatures.
- Make sure to provide us with an additional contact person that we may contact upon our arrival, as we know what a busy day it will be for you.
- Our cakes may contain or come into contact with allergens such as wheat, soy, nuts, milk and eggs. Please notify any guests that may be allergic to any of these ingredients.
- If you or an elected representative pick up your cake, it is highly recommended that the cake be transported on the lowest level surface in the vehicle. Also on warm to hot days it is highly recommended that you run the air conditioner. Please do not make sudden stops or sharp turns. If you have to run other errands please make picking up your cake the last stop, as you do not want the cake to overheat.



# SCRATCH BAKERY WEDDING/GROOM CAKE ORDER FORM:

Order Date: \_\_\_\_\_ Client's Name: \_\_\_\_\_

Client's Phone Number(s): \_\_\_\_\_

Client's email: \_\_\_\_\_

Date of Event: \_\_\_\_\_ Time of Delivery: \_\_\_\_\_

Location of  
Event: \_\_\_\_\_  
\_\_\_\_\_

Additional Contact's Name and Phone  
Number: \_\_\_\_\_  
\_\_\_\_\_

Number of Servings: \_\_\_\_\_ Number of tiers: \_\_\_\_\_

Size/Shape of  
Tiers: \_\_\_\_\_  
\_\_\_\_\_

Fondant: \_\_\_\_\_ Butter Cream: \_\_\_\_\_

Main Colors: \_\_\_\_\_ Accent Colors: \_\_\_\_\_

Theme/Decorations: \_\_\_\_\_  
\_\_\_\_\_

Cake Flavors:

Filling Flavors:

Total Price:\_\_\_\_\_ Down Payment:\_\_\_\_\_

Down Payment Due Date:\_\_\_\_\_ Date Paid:\_\_\_\_\_

Remaining Balance Due Date:\_\_\_\_\_ Date Paid:\_\_\_\_\_

Additional Information:

## SCRATCH BAKERY WEDDING/GROOM CAKE CONTRACT

1. I understand that I am required to pay a 50% nonrefundable down payment at the time I place my order and the remaining balance is due at least 1 month prior to my event. I understand that a rush fee will be added if my order is placed less than a month prior to my event and full balance is due at the time I place my order. I also understand that Scratch Bakery will not start on my cake until they receive payment of the full balance.
2. I understand that Scratch Bakery is not responsible for any damage to my cake after it has left Scratch Bakery's possession.
3. I understand that the due date for my final payment is also the final date for me to make any changes in color, style and flavors. Any changes after that date are not guaranteed and are subject to additional charges.
4. I understand that Scratch Bakery does not provide cake tables and I am responsible for making sure one is provided.
5. I understand that the optimal room temperature for most cakes is 70 degrees and below.
6. I understand that Scratch Bakery reserves the right to cancel any order for any reason. If Scratch Bakery terminates my order for any reason other than violation of this contract, I will be provided with a full refund within 90 business days of termination.
7. I understand that there may be inedible materials used in my cake. For example, cake boards, floral wire, dowel/support rods etc.
8. Scratch Bakery reserves the right to use any photos of your cake for marketing purposes, including cakes that contain personal photographs or objects.
9. If you bring in/send in a picture of a cake that you want duplicated, I understand that my cake will be similar, but not exact. Every baker has their own style, level of degree and standards.

10. Scratch Bakery reserves the right to have the final design say. We will seriously take everything you want into consideration, but we need to make sure it is a “doable” cake and we need to make sure it is done in taste, as we need to uphold our reputation.

“By signing below I understand and agree to the terms set out in this contract and agree that I am the person(s) responsible for all payments and decisions regarding this cake order”

Date: \_\_\_\_\_ Signature: \_\_\_\_\_

Date: \_\_\_\_\_ Signature: \_\_\_\_\_