



In-Flight Catering Checklist



AIR CULINAIRE
Worldwide®

*Redefining
In-flight Catering™*

Operator

- Company Name
- Person Ordering Catering Name (POC)
- POC Phone Number / Email
- Preference on Contact Method - Phone or Email
- Billing Method - Direct / Credit Card / Fuel Bill
- Tail / Trip Number
- Aircraft Type
- Heating Equipment - Microwave / Oven / Both / None
- Flight Attendant - Yes or No
- Storage Capacity
- Request Confirmation

Logistics

- Date - Month / Day / Year
- Day of Week
- Time of Delivery - Local Time
- FBO/Hangar - Delivery Location
- ICAO
- Early Opps Required - Yes or No

Passenger Requirements

- Allergies / Food Intolerances
- Preferences
- Religious Restrictions / Requirements
- Children Ages, If Applicable

Trip Detail

- Length of Flight
- Destination of Flight
- Time of Departure
- PAX Count / Crew Count

Catering

- MOA - Meet on Arrival - Yes or No
- International Trash
- Decatering / Upload Required - Yes or No
- Ware Washing
- Course Type (Breakfast, Lunch, Dinner, Snack)
- Bulk vs. Preplated
- Concierge Items - (Newspaper, DVDs, Etc.)
- Restaurant Facilitation
- Alcohol
- Provision Quantity
- Crew Catering

Post Order Processing

- Order Confirmation Received and Reviewed
- Special Arrangements / Logistics Confirmed

Customer Follow Up

- Crew Feedback
- PAX Feedback
- Operations Feedback
- Comments Reviewed with Caterer