



Restaurant Menu Setup Information

Restaurant Name _____

Menu Contact Name _____ Post _____

Contact's Phone # _____ Email _____

Restaurant Website _____ Online PDF Menu YES ___ NO ___

Paper Menu Attached to this form YES ___ NO ___

Logo on website? YES ___ NO ___ Logo attached? YES ___ NO ___

Restaurant Description (Can always be edited later in Dashboard Settings):

Restaurant Hours

Monday _____ to _____

Tuesday _____ to _____

Wednesday _____ to _____

Thursday _____ to _____

Friday _____ to _____

Saturday _____ to _____

Sunday _____ to _____

Menu Groups - These are the categories on the menu such as Appetizers, Soups, Salads, Entrees, Desserts, Drinks, etc. If you have any special ones, that are not seen or listed on your current paper or online menu that we should know about, please indicate below

Rep Name: _____ Rep Code: _____ Date: _____



Group Modifiers – Group modifiers are things such as sizes, flavors, add-ons, toppings, protein choices (chicken, meat, seafood, tofu), etc. that can be added to all the items that are in a Menu Group or entire menu. This helps speed up the process when adding individual menu items, so you don't need to create each modifier for individual items. What Group Modifiers should be created, what choices should be given for each, and is there an additional charge for that choice. Example: Sizes – Small, Medium (+.50) , Large (+1.00) X-Large (+1.50)

Modifier #1 Name _____

Add a Description YES _____ NO _____

If Yes Enter text: _____

Required field YES _____ NO _____

Type:

1. Single Selection _____ 2. Multiple Selection _____ 3. Text Field _____

If #1 Display as: Dropdowns _____ Radio Buttons _____ Images _____

If #2 How many options can user select? Minimum _____ Maximum _____

If #3 How Many characters could user enter? _____

*If needed, add additional dollar amount above the base price in the last field for that option

| Option | Enable/Disable | Additional Charge |
|--------|----------------|-------------------|
|--------|----------------|-------------------|

| | | |
|-------|-------|-------|
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |

*If more choices are needed for this modifier please continue on back of this paper

Rep Name: _____ Rep Code: _____ Date: _____



GROUP MODIFIERS (Continued)

Modifier #2 Name _____

Add a Description YES _____ NO _____

If Yes Enter text: _____

Required field YES _____ NO _____

Type:

2. Single Selection _____ **2. Multiple Selection** _____ **3. Text Field** _____

If #1 Display as: Dropdowns _____ Radio Buttons _____ Images _____

If #2 How many options can user select? Minimum _____ **Maximum** _____

If #3 How Many characters could user enter? _____

**If needed, add additional dollar amount above the base price in the last field for that option*

| Option | Enable/Disable | Additional Charge |
|---------------|-----------------------|--------------------------|
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |

**If more choices are needed for this modifier please continue on back of this paper*

Rep Name: _____ **Rep Code:** _____ **Date:** _____



GROUP MODIFIERS (Continued)

Modifier #3 Name _____

Add a Description YES _____ NO _____

If Yes Enter text: _____

Required field YES _____ NO _____

Type:

1. Single Selection _____ **2. Multiple Selection** _____ **3. Text Field** _____

If #1 Display as: Dropdowns _____ Radio Buttons _____ Images _____

If #2 How many options can user select? Minimum _____ **Maximum** _____

If #3 How Many characters could user enter? _____

***If needed, add additional dollar amount above the base price in the last field for that option**

| Option | Enable/Disable | Additional Charge |
|---------------|-----------------------|--------------------------|
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |

***If more choices are needed for this modifier please continue on back of this paper**

Rep Name: _____ **Rep Code:** _____ **Date:** _____



GROUP MODIFIERS (Continued)

Modifier #4 Name _____

Add a Description YES _____ NO _____

If Yes Enter text: _____

Required field YES _____ NO _____

Type:

4. Single Selection _____ **2. Multiple Selection** _____ **3. Text Field** _____

If #1 Display as: Dropdowns _____ Radio Buttons _____ Images _____

If #2 How many options can user select? Minimum _____ **Maximum** _____

If #3 How Many characters could user enter? _____

***If needed, add additional dollar amount above the base price in the last field for that option**

| Option | Enable/Disable | Additional Charge |
|---------------|-----------------------|--------------------------|
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |

***If more choices are needed for this modifier please continue on back of this paper**

Rep Name: _____ **Rep Code:** _____ **Date:** _____



Menu Items – These are the individual items found on the restaurant’s menu. Please make sure to attach a paper version of their menu to this form OR the link for their online menu. Please ask Restaurant owner for items that they DON’T want listed on their ding.menu. Some menus are extremely long and the restaurant owner may not have updated them in some time. For speed of entry, now is the best time to make sure their menu is accurate, and no additional items are added which are not needed. Below please add items that may not be found on their paper or online menu that they may need on their ding.menu

Are there Items that should be removed from the current paper or online menu when we create your new ding.menu?

Add the following New Items that are not found on the current menu:

Menu Item #1 Name: _____

Base Price _____ Menu Group to link this item: _____

Description of this item _____

Menu Item #1 Name: _____

Base Price _____ Menu Group to link this item: _____

Description of this item _____

Menu Item #1 Name: _____

Base Price _____ Menu Group to link this item: _____

Description of this item _____

*If more NEW menu items need to be added please continue on back of this paper

Rep Name: _____ Rep Code: _____ Date: _____