

Party Reservation Form (Kid's Party)



Event Information

Date of Event: _____
Time of Event: _____
Number of Guests: _____
Special Needs: _____

Contact Information

Name of Host: _____
Party Theme: _____
Phone Number: _____
Address: _____
Email: _____

Info of Guest of Honor (optional)

Name: _____
Date of Birth: _____
Gender: _____

Party Extras

Options	Price
Basic package Theme: _____	\$_____ for 10 kids
Custom Project	\$69
Fresh popcorn	\$20 per bowl
S'more DIY	\$2 per set of s'more
Catering request	Ask for a quote
Cleaning Fee	\$50
Custom Decorations	Ask for a quote
Extra guests	\$25 per guest
Exclusive use of our studio space	\$50 (weekday) per 30mins \$60 (weekend) per 30mins
Party invitation	\$1 per invitation
20-page 8"x8" event photo book	\$99
Event photo poster (16"x20")	\$69
Total =	

Payment Information

Date Deposit Paid: _____
Amount Deposit Paid: **\$150**
Check Number: _____ **(PAYABLE TO SMORE STUDIO)**
Print Name on the Card: _____
Card Type: Visa MasterCard
Card Number: _____
Exp. Date: _____ Zip Code: _____

Reservation Terms and Agreement

1. S'more Studio accepts Visa and MasterCard. A \$150 NON-REFUNDABLE DEPOSIT and signed contract is required to reserve the date and our service. Final guest count and balance is due 7 business days prior. Overtime hours and extra guests will be charged to the card on file. Applicable tax is applied to all bills.
2. I understand that I am responsible for all party guests arriving and leaving the party on time. I will supervise guests prior to the party and make sure that all guests leave the facility with an approved adult.
3. I understand that each child must have a parent sign and complete the liability waiver form in order to participate in the party. Any guest who arrives without his/her parent signature will not be allowed to participate and I will be responsible for supervising him/her during the party activity time. Children under 7 may require parental participation.
4. I understand that the party coordinator will contact me 7 days prior to the party date to confirm the number of guests attending my party and S'more Studio will assign staff and prepare party activity based on that number and therefore I will not be refunded for guests that do not attend.
5. I understand that I will be charged an additional fee per guest the day of the party for any extra guests who attend. I understand that S'more Studio may not allow extra guests beyond the confirmed number if it is determined that the number of participants will be unsafe.
6. I understand that I am required to pay additional space rental fee of \$30/30mins (weekday) or \$40/30mins (weekend) if the entirety of my party has not left S'more Studio within 10 minutes of my scheduled party ending time.

I have read and understand the rules and information detailed in the Reservation Term and Agreement. I hereby authorize S'more Studio to charge my credit for this service

Signature _____ **Date** _____