

Client Information:

Name :			
Address:			
City:		State:	Zipcode:
Phone Number:		Cell Phone Number:	
Email:			
Party Information:			
Guest of Honor:		Age:	Dob:
Party date:	Time:	Max. # of guests:	
Activity/ Notes/ Extras:			<u> </u>

We truly appreciate you choosing Paper.Scissors.Cake. Art studio for your birthday celebration! To help ensure the best possible experience we ask you to adhere to the following:

- A deposit of \$100.00 {\$150 for princess party} is required to secure your reservation. Deposits are non-refundable, 50% refundable if we secure another party during the same time. There is a \$25 date/ time change fee. CC#_____/ exp:____/ sec. code:_____/
- 2. The remaining balance must be paid in full the day of your party. Fees are the same regardless of number of guests up to 10.
- 3. Parties of 13 or more will require additional assistants and therefore an additional \$15 will be assessed.
- 4. Parties that run over the allotted party time will be assessed a fee of **\$10 for every 10 minutes.**
- 5. Please provide us the final number of guests one week prior to the scheduled party.
- 6. The following methods of payment are accepted: cash, check, credit/ debit cards. Parties are taxed at 6%.
- 7. All food and drink MUST remain at the tables; this applies to children and adults.
- 8. There will be an excess clean up fee of \$15 added when food items other than dessert and light snacks are brought in. Or/ and when excessive drinks and such are left in areas other than the tables.

Signature:

_Date:__

We thank you in advance for your cooperation in these matters. We look forward to partying with you! Paper.Scissors.Cake. Art Studio llc