



# RESERVATION FORM OFFICE USE ONLY

Any Reservation

# 2024 v1

Confirmed: \_\_\_\_\_

## PARTY/EVENT INFORMATION

NAME OF PARTY/EVENT: \_\_\_\_\_ DAY/DATE/TIME: \_\_\_\_\_ DAY \_\_\_\_\_ DATE \_\_\_\_\_ START \_\_\_\_\_ END TIME \_\_\_\_\_

RESERVATION TYPE:  'OPEN' RM#1  'OPEN' RM#2  'PRIVATE' ENTIRE CENTER  CAFE TABLES (MAX 2) (ONLY MON-FRI)  PATIO/RM#1

PARENT(S)/PARTY HOST NAME: \_\_\_\_\_

EMAIL: \_\_\_\_\_ PHONE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ CITY: \_\_\_\_\_ ZIP: \_\_\_\_\_

CHILDS NAME: \_\_\_\_\_ AGE TURNING: \_\_\_\_\_  DEPOSIT \$ \_\_\_\_\_ DATE: \_\_\_\_\_ RP STAFF NAME: \_\_\_\_\_

ESTIMATE # GUESTS: \_\_\_\_\_ = ESTIMATED # OF CHILDREN: \_\_\_\_\_ + ESTIMATED # OF ADULTS: \_\_\_\_\_

## PARTY/EVENT DETAILS

TOTAL # GUESTS: \_\_\_\_\_ = # OF CHILDREN: \_\_\_\_\_ + # OF ADULTS: \_\_\_\_\_

### PARTY/EVENT PACKAGES AND OPTIONS SELECTIONS

QTY EST. PRICE

**PACKAGES:**  Starter \$275  Party Plus \$375  Party Deluxe \$475  Party Supreme \$545  Specialty \$695

Addl Kids:  Starter \$18 x \_\_\_\_\_  Party Plus \$20 x \_\_\_\_\_  Party Deluxe \$25 x \_\_\_\_\_  Party Supreme \$28 x \_\_\_\_\_

Specialty \$30 x \_\_\_\_\_ Type: \_\_\_\_\_  Pkg Add'l OPEN Room Hr \$150/hr (\$75 ½ hr)

**OTHER:**  PRIVATE w/Pkg \$250/hr  PRIV No Pkg (incl 8 kids) \$350/hr  PRIV No Pkg Addl Kids >8 \$10 ea

OPEN play table décor (\$20)  Room Rental (incl 8 kids) \$125/hr  Room Rental Addl Kids >8 \$10 ea

Serving/Handling Fee (\$50)  Theme/color change-Other(\$35)

**PARTY COLOR(S):** AQUA BLUE GREEN ORANGE PINK  
RED PURPLE YELLOW SILVER GOLD BLACK WHITE

**PARTY THEMES:** BARBIE DC SUPERHERO GIRLS ENCANTO FROZEN MERMAID MINNIE PRINCESS (PICK 1) \_\_\_\_\_ UNICORN | BABY SHARK BLUEY COCOMELON TOY STORY  
MINECRAFT PAW PATROL ESAME STREET TOY STORY | AVENGERS ARS/HOT WHEELS  
DC SUPERHERO BOYS DINOSAURS MICKEY SPIDER MAN STAR WARS SUPER MARIO

**ASSISTANCE NEEDED?**  No  Setup  Tear down/Exit  
 Other \_\_\_\_\_

NUGGETS \_\_\_\_\_ OR  # KIDS PIZZAS: \_\_\_\_\_ # EXTRA PIZZAS: \_\_\_\_\_

**KIDS TYPE(S):** \_\_\_\_\_ | **EXTRA TYPE(S):** \_\_\_\_\_

**# KIDS JUICE BOXES:** \_\_\_\_\_  FR PUNCH  BERRY  APPLE

**OTHER DRINK TYPES:** \_\_\_\_\_

**# SANDWICH:** HAM \_\_\_\_\_ ITALIAN \_\_\_\_\_ TURKEY \_\_\_\_\_

**# TRAD WINGS:** BBQ \_\_\_\_\_ HOT \_\_\_\_\_ PLAIN \_\_\_\_\_ # BONELESS \_\_\_\_\_

**# DIPPING SAUCE:** BBQ \_\_\_\_\_ HOT \_\_\_\_\_ PIZZA \_\_\_\_\_ RANCH \_\_\_\_\_

**BALLOON ORDER:**  No  Bringing?  RP Provide? \_\_\_\_\_

**CAKE/CUPCAKE (CIRCLE):**  Bringing?  RP Provide? Qty: \_\_\_\_\_

**THEME/COLOR:** \_\_\_\_\_

**SIZE:**  8" round  ¼ sheet  ½ sheet  full sheet

**CAKE TYPE:**  Yellow  Chocolate  Marble

**FROSTING TYPE:**  Whippy  Butter Cream

**OTHER/SPECIAL REQUESTS:** \_\_\_\_\_

BINDER CALENDAR  GOOGLE CALENDAR  7SHIFT EVENT

CONFIRMATION EMAIL SENT \_\_\_\_\_  INITIAL CONTACT TO FINALIZE \_\_\_\_\_

AGREEMENT RCVD \_\_\_\_\_  REVIEW WAIVER FORMS  SCHEDULE HOST

BALLOONS ORDERED \_\_\_\_\_  CAKE/CUPCAKE ORDERED \_\_\_\_\_

**A LA CARTE:**

Additional Pizzas (10% off – Est \$17 ea)

Gluten Free Crusts (\$3 ea)

Sandwich Platters (\$40 ea)

Wing Platters -Boneless (Only Plain) (\$50 ea)

Wing Platters -Trad-Plain / BBQ / Hot (\$55 ea)

Chicken Nugget Platters (\$24 ea)

Extra Dip Sauce –BBQ/Hot/Ranch/Pizza (\$1.50)

Tator Tot Platters (\$20 ea)

Veggie Platters (\$45 ea)

Fruit Platters (\$45 ea)

Salad Bowls – Garden or Caesar (\$35 ea)

Cheese & Cracker Platters (\$35 ea)

Chip & Hummus Platters (\$35 ea)

Chip Bowls (\$12 ea)

Chips & Salsa (\$15 ea)

Cookie Platters–Choc. Chip or Sugar (\$24/doz)

Bagel Platters (\$30 ea)

Dippin' Dots (10% off – est. \$6 ea)

Pop \$2/cup (free refills) / Coffee (\$8/carafe)

Cake/Cupcakes (see pricing sheet)

Balloon Order (see Balloon Order form)

Child Guest Souvenir (\$6 ea)

T-shirt Souvenirs (\$12 ea)

Other: \_\_\_\_\_

Deposit: \_\_\_\_\_

EST. TOTAL: \$ \_\_\_\_\_



# RESERVATION FORM

A Party/Event is not confirmed until both this form and non-refundable deposit is received in full.

## CONTACT/NOTES:

DATE	TIME	INITIALS	NOTES

## PARTY STEPS OF SERVICE:

*All items must be completed and initialed upon completion. MOD and all manager staff will be responsible to confirm and verify items are completed*

BEFORE PARTY CHECKLIST	ARRIVAL AND DURING PARTY CHECKLIST	END AND AFTER PARTY CHECKLIST																																																																																																																																																														
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