



Little Imaginarium Party/Event Agreement Form

Child or Event Name

Child's Age

Theme

Date of Event

Start Time of Event End Time of Event

Package (circle one): **STAR** **SUPER** **MEGA**

T-shirt size: S M L T-shirt color: Green or Purple

Number of Children

Number of Adults

Total Guest

Phone

Email

Package Price: \$_____ Star (\$200) Super (\$245)
 Mega (\$330 or \$345)

Optional Items:

Entertainment \$_____

Puppet Show: _____ Puppet Gift: _____
 Face Balloon

Decorations \$_____ Theme: _____

Food \$_____ Cheese ___ Pepperoni ___

T-shirt \$_____

Add'l Kids \$_____ (\$10 x _____)

Total Price: \$_____

Down Payment: \$_____

Date of Initial Payment ____/____/____

Balance due date ____/____/____

Amount Due \$_____ (Total Price \$_____ - Down Pymt \$_____)

Date of Final Payment ____/____/____

Payment type: Credit Check Cash

Total Paid: \$_____

Parent Name: _____

Parent Signature: _____

Date: ____/____/____

Little Imaginarium Rental Space Policies

Food: Parents are free to bring their own food (some restrictions apply) and must take full responsibility for all food arrangements and maintenance. A full kitchen is available to place and store food. No cooking will be allowed at the store.

Restrictions for All Parties

- No nuts or nut containing products
- No sharp objects such as knives allowed
- No latex balloons for parties of children under 3yrs old (Foil balloons are allowed)
- No alcohol
- No smoking allowed in facility

Late Arrivals and Departures: There will be no penalty for late arrivals to event. Space is set up to accommodate guest listed on agreement form. **NO EXCEPTIONS** to the maximum room capacity. The party host/hostess will be permitted to enter the party room 15 minutes prior to start of party time. All party guest and the host/hostess must depart from the party room promptly at the end of the scheduled time, so that staff may prepare the room for the next party. Any late departures will be billed at a rate of \$2 per min.

Reservations: Parties must be booked a minimum of 3 weeks in advance. A minimum of \$100 is required to hold a party date and all parties must be paid in full 3 weeks prior.

Parties booked fewer than 3 weeks in advance, when available, must be paid in full payment.

Rescheduling: Date Changes: A \$50 fee is charged for a date change made less than 2 weeks in advance of your event. Parties may be rescheduled with no penalty up until 14 days before the date, as long as we are notified in writing. The deposit and all payments will be applied to the new date.

Cancellation: All payments for parties will be refunded for cancellations made up until 14 days before the date, as long as we are notified in writing. If cancelling occurs less than 14 days of the date, 50% of deposit and payment shall be forfeited. [Special circumstances such as unforeseen emergencies shall be considered on a case-by-case base, in which penalty maybe waived]

No-shows: No refunds are given for no-shows without documentation of a medical or other emergency.

Disclaimer: Please note that Little Imaginarium, LLC is not responsible for personal property of hosts or guests at party events. Pricing and policies are subject to change.

“Thank you for choosing Little Imaginarium, LLC to host your special event. We look forward to serving you and your guest and making your event a wonderful and memorable experience”