


# Booking Enquiry Form

Parents Full Name:	Phone:	
Email:		
Party Child's Name:		
Age of Child: (On party day)	Party Date: (Confirmed with booking fee)	
Number of Party Guests: (Include Birthday Child. Minimum of 10, maximum of 20)		
Party Time: (Confirmed with booking fee)	Add Party Bags <input type="checkbox"/>	
Additional Comments (Allergies/Dietary Needs/Special Requests)		
<div style="text-align: right;"></div>		
Private Hire <input type="checkbox"/>	With Buffet <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/>	Party Bags <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/>

A £50 Booking Fee (£100 for Private Hire) is required at time of booking to secure time and date slot. Booking fee is non refundable but will be deducted from final party balance.

## Terms and Conditions for Birthday Party Bookings

- Party Bookings are only accepted and confirmed with a £50 booking fee (£100 for Private Hire). The booking fee is non-refundable but will be deducted from your final party balance payment. A receipt will be issued as confirmation of your booking. By paying the booking fee, you confirm you have read and agree to the terms and conditions.
- The final party balance payment is due on party day, subject to the number of party guests (children) in attendance. Birthday child goes FREE with bookings over 10. One free Birthday child per booking. Minimum of 10 guests, maximum of 20 guests. In the event of no shows or guest cancellations, the minimum of 10 party guests will be charged. Please notify any changes to your group size 48 hours prior to your party booking.
- If for any reason we have to cancel your booking, we will be happy to refund your booking fee in full.
- If for any reason you have to cancel your booking, the booking fee is non-refundable, however, at our discretion and subject to availability, we will endeavour to transfer your booking to a revised date within 30 days of your original booking.
- Your Party Booking is for 2 hours as per your chosen and confirmed time slot.
- Party guests must arrive on or just before the booked start time of the party. Extra time cannot be added to the end of the party due to late arrivals.
- Reserved seating and private party room use is allocated (Restrictions to capacity may apply) to your party guests for the duration of your party only.
- Play Cafe rules of play apply to all party guests during their time with us.
- The responsibility and conduct of the children in attendance remains that of their accompanying adult at all times. We do not accept any responsibility for the supervision of children.
- Children should be dressed appropriately to enjoy their time with us. For safety, Tops must be worn, no hoods or capes and loose items removed.
- **SOCKS MUST BE WORN** by all children and accompanying adults **AT ALL TIMES** whilst using our Broomed areas.
- Additional siblings attending Play Cafe but not included or accounted for in the party booking must be paid for at the normal admission fee on arrival.
- The Party organiser is responsible for arranging the cake (Please note our Birthday Cake policy). Candles only please. Sparklers and Party Poppers are not permitted.
- Please report any accident, incident or injury during your time with us, immediately to a member of the team.
- Play Cafe accepts no responsibility for any loss, theft or damage to personal belongings whilst on our premises.
- Play Cafe is still open to other members of the public during your party, unless a Private Hire option is booked.
- GDPR/Privacy Note: we hold a dedicated GDPR policy which can be viewed upon written request. No information held by us as part of your party booking will ever be used for marketing purposes, nor passed to any third parties for any such reasons.

I have read and agree with the terms and conditions.

Signature: