

# Mambo Tea House Party Contract Form

Please complete the following information:

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Best Time to Call: \_\_\_\_\_

E-Mail: \_\_\_\_\_ Fax: \_\_\_\_\_

Date of Event: \_\_\_\_\_ Start Time of Event: \_\_\_\_\_

Type of Occasion: \_\_\_\_\_ Name of Guest(s) of Honor: \_\_\_\_\_

Number of Guests (ages 12 and older): \_\_\_\_\_ Party Menu# \_\_\_\_\_, \$ \_\_\_\_\_ per Guest\*

Number of Children (ages 5-12) \_\_\_\_\_, Must order from Children's Party Menu \$14.95 per Child\*

Number of Children (ages 0-5) \_\_\_\_\_ Number of Highchairs Requested \_\_\_\_\_

A La Carte Items \_\_\_\_\_

Comments / Special Requests \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Please check one:      Credit Card Deposit \_\_\_\_\_      Cash Deposit \_\_\_\_\_

Name on Credit Card: \_\_\_\_\_

Credit Card # \_\_\_\_\_ Exp. Date \_\_\_\_\_ CVN# \_\_\_\_\_

Cancellation / Billing Policy:

- A minimum deposit of \$125 is Required to reserve your Event Date.
- A final guaranteed number of guests is required 48 hours prior to the event, this number is not subject to reduction. If final count is not given to management, final count will be as stated on contract.
- All events are scheduled for 2.5 hours from the time of reservation, NOT when party arrives.
- No shows / cancellation of 48 hours or less prior to the event will result in loss of deposit.
- \*Price does not include 7% Sales Tax and 20% Gratuity

Please sign below as to your acknowledgement that you have read and agree with the above.

\_\_\_\_\_ Date: \_\_\_\_\_

Client's signature