



**It's My Birthday Party Planners
Contract and Policies**

You are on your way to planning your child the most exciting birthday party of their life! Just in case you have questions, the below might help you out. Of course, if you have any additional questions, just give us a call!

Policies:

- Please note our party rates are based on up to 15-20 children (including birthday child).
- Customers requested removal of items such as invitations, decorations, games/story time, party supplies, or party favors does NOT reduce the standard package cost.
- Additional Guests: you may invite additional guests. Each child over our standard 15-20 children is an additional fee of \$8.
- A 50% deposit is required to ensure your party reservation. Deposits are non-refundable. If you need to reschedule a party due to unforeseen circumstances, we will gladly work with you to book another available date. The Final payment of the balance must be paid in cash or cheque and is due on the day of your party.
- Package party pricing is based upon confirmation of the final guest list. You must notify **It's My Birthday Party Planners** of any changes within 3 days of party date. Parties are based on a schedule and guests arriving late may join the party at whatever activity is taking place.
- **It's My Birthday Party Planners** assumes no responsibility or liability for accidents or damages caused during your party. Your party host will work to ensure that your home and guests are treated with care. **It's My Birthday Party Planners** is not responsible for allergic reactions to wearing any costumes or consuming any food or beverages before, during or after the party. It is the responsibility of the guest and/or guests' parent or guardian to inform the client of any dietary restrictions.
- **Special Discounts:** Weekday bookings on Mondays through Thursdays are eligible for a discount, which must be requested at time of booking.
- "It's my Birthday Party" Planners does not provide refunds for "no show" guests.

Customer Signature _____ Date _____

Please Print Name _____

It's My Birthday Party Planners Signature _____