



VINCE'S Party Room General Information (PLEASE READ CAREFULLY)

1. Each party has the time limit of 2 hours, from the time it is scheduled. If you arrive late this will cut into your party time. You will acquire the room **no more than 5 min prior to scheduled time; please do not come any earlier.** The \$50 deposit may be revoked if the party does not abide by the 2-hour time limit.
2. You will be given a 15-minute courtesy reminder to when your party time is over. We also have a set itinerary for a more efficient party format.
3. The only outside food allowed is cake and/or ice cream.
4. Decorations are welcome, but there are some restrictions. Acceptable decorations include the following: balloons (Limited amount per party), napkins, plates, party hats, and 1 birthday banner.
5. **Sorry we absolutely do not allow confetti, outside cups, piñatas, and streamers.**
6. **Decorations are to be dropped off the day prior to party. If decorations are not dropped off, we may not be able to display them, waiting on decorations can and will cut into your party time.**
7. Deposits are non-refundable unless party is cancelled 1 week prior to party date. In the form of check or credit card refund only no cash will be given. **NO SHOW THE DAY OF PARTY = NO REFUND!**
8. **Deposits will only be refunded to the person booking this party, no exceptions.**
9. **Deposits will be applied as follows: when ordering a Party Package (birthday or team) the full deposit will be applied to your bill. If ordering off catering menu or regular menu only \$25 will be applied to the bill. Rooms must be used for full deposit to be applied.**
10. Catering menu items must be ordered 24 hours in advance.
11. **A 12 % minimum gratuity will be added to each party.**
12. **Fun World tokens used are custom made for Vince's Pasta & Pizza, CHUCK E. CHEESE tokens will not work. Please do not bring them in with your party.**

Time _____ Date of Party _____ Room(s) Reserved _____ Room shown _____

Vince's Employee

Total # of Guests

Guest

Cake



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