

## **Play: Adventure Parks Event Terms and Conditions**

Events (including all birthday parties) held at Play: Adventure Parks (Play: CLE and Play: CBUS) are subject to the terms and conditions listed below for all booked groups (Clients).

- A paid deposit of \$100 or 10% of the expected event total, whichever is greater, is required to confirm the date and time of the event at Play: Adventure Parks.
- Final guest count (participating and non-participating guests) must be confirmed 48 hours prior to the event. The client is responsible for sending final count figures to Play: Adventure Parks via email (events@playcle.com or events@playcolumbus.com).
- The final invoice is based on the guest count at time of confirmation or day of event, whichever is greater.
- Guest count increases within 48 hours of the event will be accommodated, if possible, based on availability. Additional charges may incur as additional room, food, beverage or other goods are applied to the reservation.
- No outside food and beverages are allowed except for items approved in advance by the Operations and Event team.
- Payment of the event less deposit paid is due the day of your event unless alternate arrangements are confirmed by the Event Manager.
- Any additional charges on the day of the event must be paid in full at the conclusion of the event.
- Late payments will be subject to a 10% late fee after 7 days.
- Client is responsible for obtaining and forwarding any relevant purchase orders required for their event.
- Any change of the event more than 48 hours prior to event, Play: Adventure Parks will apply any funds to a rescheduled event within 12 months of the original date. Any change within 48 hours of the event, Play: Adventure Parks will retain 100% of funds paid to date.
- Any damage incurred by any guest of the Client will be the responsibility of the Client after notification from Play: as to the extent of the damage. These include, but are not limited to, damage to the building, rooms, or equipment that is deemed excessive by the Manager on Duty.
- Please be advised that food prepared at this facility may contain: milk, eggs, wheat, soybean, peanuts, and tree nuts. If there are known allergies, please notify Play: Adventure Parks for possible accommodation but Play: Adventure Parks cannot guarantee that any of our products are allergen-free.
- Event food and beverage cannot be packaged "to-go" and must be consumed on-site.
- Any open bar package will be billed for the total number of guests of legal drinking age.
- A 20% gratuity may be added for any bar and/or alcohol package.
- Unused drink tickets are non-refundable or redeemable at any other time.
- Play: Adventure Parks reserves the right to reassign or substitute the Client's reserved event space to a comparable space, as necessary.
- Any situation that may prevent the event from occurring, including but not limited to weather emergency, natural disaster, utility outage or others beyond the control of Play: Adventure Parks, will be rescheduled at the next best date for Play: Adventure Parks and Client. Play: is not responsible for any costs incurred by Client due to these circumstances.