

Sophie's Stress Free Soirees
Terms and Conditions
Birthday Parties and Small Events
Revised 3/2017

PAYMENT TERMS - A deposit is required to secure event date and time. For standard birthday parties the deposit is \$100. For larger events the amount of the deposit will be specified in the contract. Dates are considered tentative until such deposit is received. Payment of the balance is due on or before the day of the event. Client will receive an invoice for the balance of the cost of the party no later than 24 hours prior to the event. There is a \$25 fee for returned checks. If balance is paid after the date of the event a late fee may apply.

PAYMENT METHOD – Sophie's Stress Free Soirees accepts cash, checks, EFT and credit cards. There is a 3.5% convenience fee added to credit card payments.

CANCELLATIONS – If client cancels the event less than 30 days prior to the event, client's deposit will be forfeited and becomes non-refundable. Cancellation less than 7 days prior to the event will result in a charge equal to the estimated cost of the event at the time of cancellation.

GUEST COUNT – An initial guest count is required to provide an accurate Initial Cost Estimate. A minimum confirmed guest count is due 14 calendar days prior to the event. This number is the guaranteed minimum for which client will be charged. Guests added 72 hours prior or less will result in a 50% premium added to each per guest cost. If at any time client's guest count rises such that an additional assistant is needed that assistant will be automatically added to the staff. (see assistant breakdown below)

ASSISTANTS – To ensure the safety and enjoyment of the party and to comply with insurance regulations SSFS requires assistants for large groups of children. There are no exceptions to these rules. To comply, these assistants must be staff of SSFS. Nannies, babysitters and sibling helpers are not sufficient to meet this requirement. The breakdown is as follows: up to 8 children: 1 staff member; 9-16: 2 staff members; 17-24: 3 staff members. Thereon, one additional staff member for every 8 children

INSURANCE – Due to insurance regulations, SSFS is prohibited from sub-contracting for bounce houses, animals (including petting zoos) and other assorted party elements. Please contact the SSFS office for specifics.

INTELLECTUAL PROPERTY RIGHTS OF OTHERS – SSFS will not perform or appear in any costume protected by intellectual property rights (trademark or copyright) of a third party without the proper licensing rights. Only licensed goods and materials will be provided where appropriate or necessary. The client agrees not to engage in any action that could result in a claim or charge of infringement of a third party's intellectual property right.

LIABILITY – The client agrees to hold harmless, indemnify and defend SSFS from all claims, losses, liabilities, costs and expenses (including reasonable attorneys' fees) that may be asserted against it by third parties in connection with the performance of any event.

ACCEPTANCE – Payment of your deposit indicates agreement to, and acceptance of, these Terms and Conditions.