

## A NOTE FOR BOOKKEEPERS OR ACCOUNTANTS

*Cici's Pizza is a Point of Sale business that provides a receipt for payment at the time of sale. We are unable to issue "invoices" prior to the completion of a sale. A "quote" will be sent via text to the number provided during the booking process. The Special Group Pricing table below may also be used to calculate your total.*

# Special Pricing & Conditions for Groups

CiCi's Pizza works hard to provide you with a remarkable group dining experience. Please understand that the following conditions are in place to guarantee you the time and attention you deserve and to ensure a quality dining experience for all guests and groups.

## Special Group Pricing

- |  |  |
|--|--|
| • Head Start and Elementary (2yrs to 5 <sup>th</sup> grade)        | <b>\$5.00 Buffet &amp; Drink Combo (with tax ex form)</b>  |
| • Middle & High School (6 <sup>th</sup> to 12 <sup>th</sup> grade) | <b>\$10.00 Buffet &amp; Drink Combo (with tax ex form)</b> |
| • Parents & Chaperones   | <b>Current Menu Price (cannot be tax-ex)</b>               |
| • Teachers, Coaches & Bus Drivers (Staff)                          | <b>1 complimentary staff meal per 10 paid students</b>     |

## The Cost of Doing Business

I certify that the information I have provided is accurate to the best of my knowledge. I understand that I am entering into a legally enforceable agreement that enables Pizza People, Inc dba CiCi's Pizza Lake Charles to pursue compensation for our reservation should we fail to report. I understand that I/my organization will receive an invoice for incorrect reservations made on behalf of myself or responsible party, be it wrong CiCi's location, wrong restaurant entirely, or incorrectly booked date or time. I understand that I/my organization **will not** receive a refund/credit for bringing fewer students than indicated on the check and that I must adjust the check total using the chart above if I wish to be charged for a different quantity than booked. I understand that CiCi's incurs costs associated with each reservation, including but not limited to: additional labor costs, additional food and preparation costs, missed sales opportunities from the general public due to holding space for the organization. **Cancellations** are allowed up to 24 hours in advance and must be made in writing by responding to the confirmation text. Cancellations made within 2 hours of your arrival time will receive an invoice for the added food prep and labor costs associated with your visit (up to 50% of your original quote). **I understand that I/my organization will receive an invoice for failing to report for our reservation without proper cancellation notice.**

## Space Constraints and Timeliness of Arrival

I understand that space will be reserved for my organization and that my reservation guarantees placement over all other dine-in traffic. I understand that I/my school should not arrive more than 15 minutes *prior to* the stated time of arrival and that doing so may cause a delay in service until our scheduled time for the purpose of properly preparing the buffet/dining area for my reservation. I understand that if my arrival time exceeds 15 minutes *beyond* my reserved time, I grant CiCi's Pizza permission to begin filling my reserved space with general seating or other scheduled groups on a first come-first serve basis. I understand that CiCi's Pizza can accommodate a maximum of **170 people in the restaurant and 110 people in the arcade for a total of 280 maximum occupancy** at any given time and that my group may not be the only scheduled group during my reserved time frame. I understand that CiCi's Pizza will use the information I have provided to properly schedule my group as well as other groups and that CiCi's Pizza will do everything in its power to not overbook the restaurant. **I understand that CiCi's Pizza will only reserve the number of seats listed on this form and that additional teachers, chaperones and parents not listed on this form will not be guaranteed seating.**

## New Game Room Protocol

I understand that the new game room operates on game cards, not quarters, and CiCi's Pizza is not able to exchange large volumes of quarters for cash. Food and drinks are not allowed in the game room. Smaller children must be supervised by adults at all times. The Game Room is monitored by CCTV. **Any extraneous horseplay, climbing or otherwise damage to games by members of your organization will be held personally responsible for damages to our equipment.**

## Sales Tax Application

I understand that the proper tax exemption form must accompany payment should I wish to receive the sale tax exempt. **I understand that I/my school will be charged tax at the current local tax rate if the proper documentation is not provided at or before the time of sale.** I understand that to receive the sale tax exempt, payment must be made as one singular transaction. **The state of Louisiana does not allow tax exemptions for individual persons or transactions.** I understand that if (any of) the members of my organization are paying individually, they are not covered under tax exemption laws and will be charged the appropriate tax at the time of sale. I understand that the price quoted is guaranteed for this reservation only and prices are subject to change on future orders and on orders that require special accommodations.

## Right to Refuse Future Service

This CiCi's Pizza location is a privately owned franchise and reserves the right to refuse service for any justifiable reason it deems appropriate. Should it become necessary to enforce these rights, the actions causing our decision will be noted and reviewed for future reservation requests.

**By checking the box on the previous page, I certify that I have read and understand all of the conditions of my group reservation.**