

## 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. Use the [Discount Group Pricing](#) table below to calculate your own total.

# DISCOUNT GROUP PRICING

- Head Start and Elementary (2yrs to 5<sup>th</sup> grade) **\$6.00 Buffet & Drink Combo**
- Middle & High School (6<sup>th</sup> to 12<sup>th</sup> grade) **\$12.00 Buffet & Drink Combo**
- Parents & Chaperones **Current Menu Price**
- Teachers, Coaches & Bus Drivers (Staff) **1 complimentary staff meal per 10 paid students**

Group pricing reflects an approximate 20% discount from regular retail pricing and cannot be combined with coupons, online offers or seasonal promotions

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.

### The Cost of Doing Business

I certify that the information provided is accurate to the best of my knowledge and that I am authorized to make arrangements on behalf of my organization.  I understand that this reservation constitutes a legally enforceable agreement with Pizza People Inc., DBA CiCi's Pizza Lake Charles. My organization may be held financially responsible if we fail to report for our reservation, make an incorrect reservation (including wrong location, restaurant, date, or time), or otherwise provide inaccurate booking information.  I understand that refunds will not be issued for bringing fewer students than originally indicated. If fewer guests attend, the responsible party must adjust the final check using the pricing guide above prior to payment.  I acknowledge that costs are incurred in preparation for each reservation, including but not limited to staffing, food preparation, and lost seating opportunities from holding space for the organization.  Reservations may be cancelled up to 24 hours in advance by replying in writing to the confirmation text message. Cancellations made within 2 hours of the scheduled arrival time, or failure to report without proper notice, may result in an invoice for preparation and labor costs up to 50% of the original quote.

### Space & Arrival Policy

I understand that space will be reserved for my organization and that this reservation provides seating priority over general dine-in traffic.  My group should not arrive more than 15 minutes prior to the scheduled arrival time. Early arrival may result in a delay in service while staff prepares the buffet and dining area.  If my group arrives more than 15 minutes after the reserved time, CiCi's Pizza may begin releasing the reserved seating to general guests or other scheduled groups on a first-come, first-served basis.  CiCi's Pizza can accommodate approximately 170 guests in the dining room and 110 guests in the arcade, for a maximum occupancy of 280 people. Multiple groups may be scheduled during the same time period.  Seating will be reserved only for the number of guests listed on this reservation form. Additional teachers, parents, or chaperones not listed may not be guaranteed seating.

### Game Room Policy

I understand that the game room operates on game cards only and must be purchased with cash or card.  Food and drinks are not permitted in the game room.  Younger children must be supervised by an adult at all times.  The game room is monitored by CCTV. Any horseplay, climbing, misuse of equipment, or damage caused by members of my organization may result in the responsible party being held financially liable for repair or replacement of damaged equipment.

### Sales Tax Application

I understand that a valid Louisiana tax exemption certificate must be provided at or before the time of payment in order to receive tax-exempt status.  If the proper documentation is not provided, my organization will be charged sales tax at the current local rate.  To qualify for tax-exempt status, payment must be made as one single transaction. Louisiana law does not allow tax exemptions for individual purchases made by members of an organization.  If any members of my organization pay individually, those purchases do not qualify for tax exemption and applicable sales tax will be charged at the time of sale.  I understand that prices quoted are valid for this reservation only and may change for future reservations or orders requiring special accommodations.

### Right to Refuse Future Service

This CiCi's Pizza location is a privately owned franchise and reserves the right to refuse service at its discretion. If enforcement of this policy becomes necessary, the circumstances leading to that decision will be documented and considered when reviewing future reservation requests.

.By checking the box on the previous page, I certify that I have read, understand, and agree to the terms and conditions of this group reservation.