

Credit card authorization form for Sweet Paris Baybrook Party scheme

Bonjour et Bienvenue,

Please fill out the credit card authorization form and email back to the event staff member you have been in communication with to reserve your event,

Merci!

Date of Ev	vent:	<u> </u>		
Location:		_		
Credit Card 1	Information			
Card Type:	□ MasterCard □Other	□VISA	□ Discover	□ AMEX
Cardholder I	Name (as shown on ca	ard):		
Card Numbe				
Expiration Date (mm/yy):				
Cardholder Z	ZIP Code (from credi	t card billing address):		
(Please Print	<u>.</u>)			
	, a reed upon purchases	uthorizeand/or services.	to ch	arge my credit card
Customer Sig	vnature			

Each guest will be entitled to 1 savory & 1 sweet item, along with 1 non-alcoholic beverage from the host's curated menu. A \$50 non-refundable room fee is required to reserve the private room with a minimum spending of \$290 for Monday through Friday events. A \$100 non-refundable room fee is required to reserve the private room with a minimum spending of \$500 for Saturday and Sunday events. A valid credit card authorization is required at the time of reservation to book the room. Room Fee will be processed the day of the reservation request. Room will not be reserved until the room fee has been processed. Please refer to our cancellation policy if cancellation is required. The Private room doesn't have an elevator access, for alternative, please contact the restaurant. The total duration of the event cannot exceed 4hrs (Typically 1hrs for room preparation and 3hrs events). An additional \$50 per 30 min may be charged pending room availability. No decorations hung on Venetian plaster, walls, no open flames (Candles,...) & no confetti decorations. Additional charge may apply if excessive cleaning is required. Only outside food allowed are cakes & cupcakes. No outside drinks allowed. Confirmations and cancellations are done via email. 18% Gratuity will be added to the party orders. Cancellation - 30 days prior, room fees fully refunded. 15-30 days prior room fees 50% refunded. 15 days or less prior, room fees will not be refunded.