



Booking Form

Requirements and terms of agreement:

To confirm an activity, we require the booking form to be completed. By doing so, you will be held liable to pay the **50% deposit or full amount immediately** (depending on how far in advance you book) and **cancellation fee's** will apply should you at any point cancel the activity. Please be sure you understand this important note. **See cancellation fee's below.**

Booked in advance means your booking is more than 10 days away.

Last minute bookings refer to bookings made within 10 days before the event.

- Please complete the booking form in full and send only page 2 back to us (**via email** preferably – the email address it is sent from will serve as a “signature”).
- On receipt, we will issue an **invoice on request**.
- **“Booked in advance”** activities - **A 50% deposit payment will be due immediately** to validate the Booking Form. The balance will be due 2 days before the event.
- **“Last minute Bookings”** – For events that will take place within 10 days of the Invoice date, **full payment will be expected immediately.**
- **Proof of payments must be e-mailed to info@mobilelasertag.co.za** 2 Days will be allowed for funds to clear in our account.
- Should you have any **problems regarding this payment** arrangement at any point, **please notify us immediately!**

NB!!! Cancellation Fee's:

- **“Booked in advance”** activities - **A 50% deposit payment is due immediately.** If you cancel the activity at any point up to 11 days before the event (see below)*, the 50% deposit payment will automatically act as a cancellation fee.
- Applicable to **“Booked in advance”** and **“Last minute Bookings”** – **If any activity is cancelled in the 10 days directly running up to the event, the full amount will be charged as the cancellation fee.**
- In an event where the whole function is cancelled, we strongly advise that you **postpone** the activity to another date. In this way we will honor your deposit payment and keep it on ice until you can schedule the activity later on. **If the activity is cancelled, cancellation fees will apply.**
- Under no circumstances will any payments be refunded.

Disclaimer

Any persons participating in any activity that Laser Paintball Parties present do so on their own risk. Laser Paintball Parties, its owner, staff and any facilitators / performers are not responsible or liable for any loss, damage or injury to any person or property which may occur during any activity.

Please complete the booking form **in full and reconfirm details** as requested. **Incomplete fields** might lead to **unnecessary misunderstandings**. Your confirmation invoice & event details will be based on the details below:

LASERTAG SA | Mobile Laser Tag

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Directors: Mr GJ Diedericks (CEO) | Dr Y Vink (CFO)

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PERSON RESPONSIBLE FOR PAYMENT:

Full Name:	
Postal Address:	
Birthday kid's name or contact person:	
Contact numbers –cell and landline:	
Email address:	
Reference (name & party date) :	

CONFIRMATION OF THE ACTIVITY DETAILS:



Number of kids attending / participating* NB (precise please, +- will not be valid):	
The date on which the activity is to take place:	
Starting time of our activity at your function	
Please mention special requests / information here. If already explained verbally, please remind briefly:	Please request all kids to wear Baseball caps
Venue address:	
Where do we set up at the venue	
Location (supply map / directions / website):	
Contact person (working at the venue):	
Contact number of the venue – landline and cell:	
Contact person of the group that will be attending:	
CELLPHONE number of the above contact person:	
Require 20x20 meters play area, please confirm?	

PAYMENTS:

Amount quoted (R110 Fri & Sat; R80 Mo – Thu; excl transport)	
An invoice will be sent on request when we receive the booking form.	
Name and party date as reference.	
<u>FNB, Bayside: 260655, Acc 622 694 07 386</u>	
<u>Name: LaserTagSA</u>	
<u>Please take note:</u>	
<ul style="list-style-type: none"> ▪ Booked in advance (booking is more than 10 days away). – A 50% Deposit is due immediately and the balance will be due 2 days before the event. ▪ Last minute bookings (booking is in the next 10 days) – The Full amount is due immediately. ▪ Please e-mail all proof of payments to booking@mobilelasertag.co.za 	

FINAL SIGNOFF AND CONFIRMATION:

I've read and understood the booking requirements and terms of agreement & I confirm that I understand the cancellation fees . I am authorized to sign on behalf of all kids attending:	Full Name:	
	Designation:	
	Date:	
	Signature:	