



# THANK YOU FOR BOOKING YOUR PARTY AT TRU NINJA PENRITH



## NOW

- PARTY BOOKED AND DEPOSIT PAID
- DOWNLOAD PARTY INFO PACK AND GUEST LIST
- DOWNLOAD INVITATIONS & SEND TO GUESTS

## 2 WEEKS BEFORE THE PARTY

- SEND GUEST LIST TO [PENRITHPARTIES@TRUNINJA.COM.AU](mailto:PENRITHPARTIES@TRUNINJA.COM.AU)
- CALL 4721 0654 TO FINALISE NUMBERS, PLATTER ORDERS AND FINAL PAYMENT

## DAY OF THE PARTY

- ARRIVE! WE'LL LOOK AFTER EVERYTHING ELSE!

## HOW THE PARTY DAY WILL RUN

- ARRIVAL/CHECK IN 10-15 MINS BEFORE YOUR START TIME (PLEASE PROVIDE FIRST AND LAST NAMES OF YOUR GUESTS ON THE GUEST LISTS TO AVOID A DELAY IN THE CHECK IN PROCESS THAT COULD EAT INTO THEIR TIME ON THE COURSE)
- PARTY HOST WILL TAKE THE PARTY UP TO THE PARTY ROOM FOR THEIR GLOVES, TEMPORARY TATTOOS AND GAME (PLEASE ALLOW 15 MINS)
- 1 HOUR PLAY ON THE NINJA COURSE (1 AND A HALF HOURS FOR ULTIMATE PARTIES)
- PARTY HOST WILL BRING THE PARTY BACK INTO THE PARTY ROOM FOR FOOD AND CAKE (PLEASE ALLOW 30-45 MINS)
- FINISH AND CLEANING OF THE PARTY ROOM. THE PARTY CAN NOT GO BACK ONTO THE NINJA COURSE AFTER THE PARTY HAS FINISHED

## WAIVERS

PLEASE ENSURE PARENTS/GUARDIANS COMPLETE THE WAIVER FORM FOR THE CHILDREN AND SPECTATORS ATTENDING THE PARTY BEFORE ARRIVING. THE BEST LINK TO SHARE WITH YOUR GUESTS IS YOUR PERSONAL LINK ATTACHED TO YOUR BOOKING CONFIRMATION EMAIL, IT WILL LINK ALL THE WAIVERS SIGNED TO YOUR PARTY BOOKING. ALTERNATIVELY THE WAIVER IS ON OUR WEBSITE OR THE QR CODE ON THE INVITATIONS.

## PARTY FOOD & BIRTHDAY CAKE

FOR FOOD AND SAFETY REASONS WE DO NOT ALLOW ANY OUTSIDE FOOD INTO THE VENUE EXCEPT FOR A BIRTHDAY CAKE AND LOLLY BAG THAT CAN BE HANDED OUT AT THE END OF THE PARTY. PLEASE SPEAK TO THE PARTY COORDINATOR IF THERE ARE ANY ALLERGIES OR INTOLERANCE FOR ALTERNATIVE OPTIONS WE MAY HAVE AVAILABLE. NUTS, ALCOHOL, DRINKS (EXCEPT WATER BOTTLES) CHEWING GUM, OTHER FOOD AND GLASS ARE NOT PERMITTED IN THE FACILITY. OUR STAFF HAVE THE RIGHT TO CHECK THE CAKES BEFORE IT GOES INTO THE VENUE TO ENSURE THAT IT COMPLIES WITH OUR POLICIES AND WILL ASK YOU TO LEAVE ANYTHING NOT PERMITTED IN THE CAR. ADULTS WAITING ARE WELCOME TO PURCHASE FOOD AND DRINKS FROM OUR CAFE

## CANCELLATION & NO SHOWS

PLEASE ALSO REVIEW OUR TERMS AND CONDITIONS WHICH INCLUDES OUR FULL PAYMENT AND CANCELLATION POLICY FOR FURTHER INFORMATION. FULL PAYMENT IS DUE 14 DAYS PRIOR TO THE BOOKING. A \$50 TRANSFER FEE TO CHANGE THE DATE WITHIN 48 HOURS OF THE PARTY. \$100 CANCELLATION FEE IF BOOKING IS CANCELLED 48 HOURS PRIOR TO THE PARTY. NO SHOWS ON THE DAY OF THE PARTY WILL NOT RECEIVE A CREDIT OR REFUND. A CREDIT CAN BE OFFERED WITH 24 HOURS NOTICE FOR GUESTS ABOVE THE MINIMUM NUMBER NOT ABLE TO COME. PLEASE SPEAK TO A MANAGER ON 4721 0654 OR EMAIL [PENRITHPARTIES@TRUNINJA.COM.AU](mailto:PENRITHPARTIES@TRUNINJA.COM.AU) ASAP FOR LAST MINUTE CHANGES.

PLATTERS MUST BE ORDERED 7 DAYS PRIOR TO THE PARTY AND WILL ONLY BE REFUNDED IF CANCELLED 6 DAYS PRIOR TO YOUR BOOKING.

PLEASE NOTE ANY CANCELLATIONS ON OUR END DUE TO NSW GOVERNMENT REGULATIONS AND RESTRICTIONS OR SEVER WEATHER CONDITIONS WHERE WE CANNOT OPERATE WILL BE FULLY REFUNDED OR POSTPONED FREE OF CHARGE

FEEL FREE TO GIVE US A CALL IF YOU WOULD LIKE TO DISCUSS ANYTHING FURTHER. 4721 0654



# GUEST LIST



Please return your guest list 14 days prior to your party via email  
penrithparties@truninja.com.au  
and call 4721 0654 to make final payment

<b>PARTY DATE:</b>	<b>BOOKING NAME:</b>	<b>CONTACT NUMBER:</b>
<b>NOTES:</b>		
<b>FIRST &amp; LAST NAME</b>	<b>WAIVER SIGNED</b>	<b>FOOD ALLERGIES</b>
<b>BIRTHDAY NINJA:</b>		
<b>2:</b>		
<b>3:</b>		
<b>4:</b>		
<b>5:</b>		
<b>6:</b>		
<b>7:</b>		
<b>8:</b>		
<b>9:</b>		
<b>10:</b>		
<b>11:</b>		
<b>12:</b>		
<b>13:</b>		
<b>14:</b>		
<b>15:</b>		

No outside food allowed with the exception of a cake and personal water bottle. Lolly bags can be handed out at the end of the party.

For any food allergies or dietary requirements please speak to a manager 2 week prior to your party to arrange alternative options

When selecting your cake please ensure it is NUT FREE

**We will not allow nuts, glass, chewing gum or alcohol into our venue**