



# CANDY CAMP RESERVATION FORM

## \$10.95/PER GUEST

### **HEBERT CANDY MANSION CAMP GUIDELINES**

Please include your desired time & date, and we will do our best to accommodate you.

Reservations must be made no later than 14 days prior to desired party date as staff schedules are made in advance. If reservations are made with less than 14 days prior notice, we cannot guarantee the reservation.

### **DEPOSITS ARE REQUIRED TO RESERVE A DATE AND TIME SLOT.**

- A deposit of 50% of the total expected number of guests is required at booking.
- Candy Camps are booked for a 1 hour time slot.
- The Candy Camp includes two chocolate crafts to take home and a small ice cream sundae made at our famous make your own sundae bar.
- A minimum of 5 children may participate and a maximum of 40. If booking the minimum, the deposit must include all 5 children.
- If you wish to schedule more than 40 children, the group must be split into two separate groups.
- Deposits are refunded for events canceled 48 hours or more before a scheduled camp.
- For schools and nonprofits, deposits may be waved at the discretion of the store manager.

Desired Reservation Date / Time: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Contact Phone: \_\_\_\_\_

Contact Email Address: \_\_\_\_\_

Number of Participants: \_\_\_\_\_

Allergies: \_\_\_\_\_

**ADDITIONAL INFORMATION**

- All children must be 5 years or older unless accompanied and assisted by an adult.
- Chaperons must supervise children while they go through the sundae bar.
- Staff must be notified of allergies at least 24 hours before the event.
- Including participants, chaperons/parents and staff, no more than 45 people can be in the event room at one time.
- Chaperons/parents may participate as well, but must pay the fee of \$10.95.
- Due to consecutive events, retail staff needs time to clean and set up for the next one. Guests will be notified of this and are asked to adhere to the time slot they have been given for their event.
- No outside food is allowed in the facility due to our strict wholesale certification guidelines.
- All participating guests are required to stay in the function area during the craft, food and ice cream portion of the event. Children must be supervised at all times. Respect must be given to the retail store staff conducting the event. In the event of a guest needing discipline, the store manager will notify the person in charge and guest will be asked to leave if immediate action is not taken.
- The Candy Mansion is a retail store and running, jumping and playing among the fixtures , curtain walls or retail store is not allowed. Items broken or damaged by an event guest will need to be paid for.
- Gratuities are not required, but are appreciated by staff for exceptional service!

**PLEASE SIGN THIS FORM AND SEND IT TO [EVENTS@HEBERTCANDIES.COM](mailto:EVENTS@HEBERTCANDIES.COM)**

A candy camp coordinator will contact you within 24 hours to confirm your reservation!

Please note that the retail store is closed on Mondays.

Please contact the retail store for any additional questions at (508) 842-5583.

We look forward to working with you!

Understood and agreed to by: \_\_\_\_\_

Date: \_\_\_\_\_

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For Hebert's use only:

Confirmed by retail staff member: \_\_\_\_\_

Date: \_\_\_\_\_

Event Total: \_\_\_\_\_

Deposit Amount: \_\_\_\_\_