

# Live/Virtual Event Planning Form

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| Customer information |

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| **Parent/Guardian name & signature for consent:** |  |
| **Phone#:** |  |
| **Email:** |  |
| **Child(ren’s) First Name/Nickname:** |  |
| **Gender:** |  |
| **Age *(on Birthday):*** |  |
| **Favorite color/music/song(s):** |  |
| **Favorite character(s) *(e.g. movie, television, cartoon):*** |  |
| **Interests:** |  |
| **Additional guest(s) *(Y/N):*** |  |

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| Event information |

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| **Event type *(e.g. birthday, general):*** |  |
| **\*Event Request Date & Time:**  |  |
| **Time Zone *(e.g. CST, EST, MTN, PAC, ATL)*** |  |
| **Live or Virtual:** |  |
| **On-Demand: Access Pass *(Y/N):*** |  |
| **Charge:** | **No charge *(Introductory offer)*** |
| **Form of payment:** | ***N/A*** |
| **How did you hear about us?** |  |

***Please Note: All customer information gathered, is expressly used to personalize the individuals’ event ONLY, and will not be used for any other purpose without written consent from the Parent/Guardian.***

***\*Please allow 1-2 weeks’ notice prior to the date of the actual event, as this will allow sufficient time for planning.***