

TECH TIME GAMING LLC
 13592 JEFFERSON DAVIS HWY
 WOODBRIDGE, VA 22191
 TEL: (571) 206-1400
 WWW.TECHTIMEGAMING.COM



BIRTHDAY PARTY ORDER FORM (REV 8/6/19)

Responsible Party Name		
Guest of Honor Name		
Home Address		
Phone Number / Email		
Desired Date of Event <i>(Check w/manager for availability)</i>		
Desired Time of Event	Begin:	End:
Number of Guests Playing (12 included)	Children:	Adults:
Games Desired (Any games you really want, we'll do our best to have)	<p><i>Note: Games are generally played on PCs. We have a small number of fully-equipped Xbox One, PS4, and Nintendo Switch consoles. Guests are welcome to bring their own <u>wired</u> controllers, and we have a small number of controllers to loan out. For PC play, we strongly recommend using Xbox controllers as PS4 controllers do not seem to work as well.</i></p>	
Party Fee (paid in advance, non-refundable within two weeks of event date)	<p>___ \$225.00 for standard two-hour party package, without food & drink. ___ \$75.00 if you wish us to provide food and drink (except cake). ___ \$100.00 to upgrade 12 guests to i7/1080/32" VIP PC stations. ___ \$100.00 per hour to extend time for event for group. ___ \$15.00 per playing guest above 12 (above 15, talk to us).</p>	
Pizza (Large pizzas, 3 guests per pizza)	Desired toppings:	
Drinks (Served from 2-liter bottles, circle up to 3)	Coke Diet Coke Sprite Lemonade Root Beer Ginger Ale Bottled Water	
Message on Party Room Monitor (eg, Happy Birthday John)		
Payment: Please go to our website at www.techtimegaming.com/shop to purchase your party package. We accept all major credit cards, Paypal and Stripe. Your reservation is not guaranteed without payment. Reservations are not refundable within seven days of the event date.		

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We, Tech Time Gaming LLC, will supply a dedicated room and staff host, reserved gaming PCs and consoles for all guests, , and if requested, pizza, drinks, utensils, napkins, and table cloth. You will supply a cake and other food as desired. No alcoholic beverages please! You and your guests agree to follow all instructions of Tech Time Gaming staff and to conduct yourselves with decency and courtesy. Guests who refuse to cooperate with Tech Time Gaming staff may be asked to leave the premises, without any refund owed. You also agree to accept liability for damage to Tech Time Gaming property caused by negligence on the part of you and your guests. You and you guests agree to allow Tech Time Gaming to employ any audio, video, or photographs of your party while on the premises.

Signature of Responsible Party: _____

Printed Name of Responsible Party: _____

Date: _____



WHAT TO EXPECT AT YOUR PARTY AT TECH TIME

- Please arrive 15-20 minutes ahead of your party's scheduled start time in order to set up the party room.
- Before your arrival, we will reserve a block of PC's and/or consoles (per your reservation request) and shortly before the scheduled start time put the machines into free play mode. Please direct your guests to those machines. We may ask playing guests to wear wristbands in order that we may more easily identify them as party guests.
- There is usually a flurry of activity upfront as guests settle into their PCs and choose their first games, especially if the guests have not been here before. After that, things settle down as the players get into their games and learn to navigate our café management system. We will work with the guests to get into their games as quickly as possible. Please be patient with us as we do so.
- We are primarily a PC gaming center. However, it is possible to play games on PC with Xbox or PS4 controllers. Feel free to pass this information to your guests.
- If your guests have a favorite controller or keyboard, they are welcome to bring those devices and plug them into the available USB ports on our machines. Just be sure to remember to bring them home afterwards!
 - If your guest prefers PS4 controllers on PC, we suggest bringing a 3.5mm jack headset from home to plug into the controller. PS4 controllers redirect all audio into the controllers, so our USB headsets won't work with a PS4 controller plugged in. We do have some 3.5mm jack headsets to loan out.
- We have a limited number of controllers available for loaning out to guests. We may ask for a government ID as collateral for loaned out devices.
- On the PC's, users will be able to choose from over 30 games by double-clicking on the game icon, then by double-clicking on either "Play My Account" if the user already has an account for that game or "Play Center Account" if the user wants to borrow a house account, subject to availability. A list of available games is on our website at <https://techtimemgaming.com/games>
- On the consoles, some games are fully loaded onto the consoles while others will require a disc from the front desk, which we will loan to you if asked.
- Like games at home, games here take a few minutes to load. Please be patient!
- We find that guests rarely all want to play the same game. Instead, they typically form groups to play certain games in teams or 1v1. Therefore, we generally avoid trying to steer guests to certain games. If, however, you want to organize a tournament around a game, please let us know in advance and we will happily assist you.
- Our games range in appeal from children of 8-9 years of age to adult. If you have concerns about certain games, please ask, and we will give you our opinion. We can not block games from individual stations, so if you do have concerns about a child playing a particular game, we suggest keeping an eye on that child during the event.
- While we love all our games, our staff are not all experts in every game. Our staff will do their best to make sure games are working and offer tips in those games in which they do have expertise, but they are not there to provide detailed coaching.
- Because all games require online access, sometimes, there will be technical issues with a game over which we have no control. For example, if a game publisher's server is down, eg, Fortnite's, there is little we can do other than wait and redirect guests to other games.
- We recommend letting the guests play for about 90 minutes before returning to the party room for food and drink, then playing a little more until the party ends.
- When the party ends, please remind your guests to collect any devices they may have brought from home and to return any devices they may have borrowed from us.