



PRIVATE AUDITORIUM & BIRTHDAY PARTY REQUEST FORM

This form is a **REQUEST** only. Please **DO NOT** distribute birthday party invitations until you receive a Booking Agreement from your local Starlight Cinemas. Requested date, time and/or film may not be available. Starlight Cinemas must receive this request a minimum of 7 days prior to requested event date.

Contact Name: _____

Phone Number: _____ Email: _____

Alternate Number: _____ Fax Number: _____

Requested Event Date— First Choice: _____

Second Choice: _____

In order to accommodate Private Auditorium Requests, Private Auditorium shows must complete at least 30 minutes prior to the start of the first scheduled film. Arrival availability will depend on the show schedule of the day in question, as well as the length of the selected film. As most Private Auditorium events are held during weekend, holiday or summer time frames, the options listed correspond with a 9:00am opening time to the general public. Later arrivals **MAY** be accommodated, but will not be able to be confirmed until 4-7 days prior to the event date. Unless otherwise requested, the selected film will be started no later than 15 minutes after scheduled arrival time.

Requested

Arrival Time: 8:00 am 8:15 am 8:30 am 8:45 am Other: _____

Due to studio contracts, film selection and availability cannot be confirmed until 4 days prior to the event. Please be aware that publicized release dates are subject to change, and that these changes are not determined by Starlight Cinemas.

Preferred Film Selection— First Choice: _____

Second Choice: _____ Third Choice: _____

Projected Attendance: _____

A minimum attendance of 25 is required This number may be a window (i.e 25-30) & should include ALL attendees including chaperones

Are you interested in Concession Options? **Yes** **No**

Notes/Special Requests: _____

(example: No previews, would like microphone)

Please return completed form to your local Starlight Cinemas or submit it via email using the online form.

INITIAL _____
TODAY'S DATE Initial here to confirm that you agree to the Terms and Conditions and understand that this is a **REQUEST** only. Your booking is **NOT** guaranteed until you receive a Booking Agreement from Starlight Cinemas.