

RETRO ARCADE



BEER



BITES



# freeplay

## PRIVATE PARTY INFORMATION



## Games above everything.

Free Play Arlington is a retro arcade with more than 120 of the all-time greatest arcade machines, more than two dozen carefully curated pinball machines, and delicious food and drink.

While it is imperative that every aspect of Free Play Arlington is superb, we take extreme measures to ensure that the games at our facility play as close to “factory original” as possible. No corners cut, no easy paths taken, just awesome games playing how they did 30 years ago.



## THE SPACE

Free Play Arlington occupies a 8,500-square-foot space in Arlington, Texas, in Downtown Arlington, Texas, on East South Street within the Arlington entertainment district. The space was remodeled in 2017 in an “industrial chic” design scheme, using reclaimed woods, metals, and polished concrete. The venue was designed with large parties in mind and can comfortably hold parties for as many as 400 attendees.

## THE BAR

Maybe we’d still have an arcade on every corner if someone had realized the obvious combination of alcohol and joysticks. We are renowned for our industry-leading selection of craft beer and can custom build a world-class bar menu tailored for your event.

### What does the private venue rental entail?

Free Play Arlington has no party or banquet rooms. Semi-private patio rentals are available during regular hours (please see our Non-Private Party Brochure and FAQs for more information). This brochure describes our full venue rental, which includes our entire facility, including both patios.

### How much does the venue cost?

The venue rental fee varies based on the day and time of the rental. Please keep in mind that our location is regularly open to the public and that we must close (or prep and staff early) for your private full venue rental. Our venue rental fees are set accordingly. We do offer weekday lunch or happy-hour rentals as considerably more affordable options. Specific venue rental pricing is outlined after these FAQs.

## FAQs

### What type of deposit do you require?

Generally, the deposit is the higher of 30% of the venue rental fee or the whole of your food and beverage minimum. Venue rentals during peak hours may require a higher deposit.

### When do I pay my balance?

The balance must be paid no later than 72 hours prior to the event.

### What do I need to do to reserve the space?

We need a signed contract and a deposit before we can reserve the space for your event. Please contact us via [freeplayinc.com/partyform](https://freeplayinc.com/partyform) to get the ball rolling.

### I filled out a Party Inquiry Form and haven't heard back. What do I do?

Gayle, our party specialist, responds to inquiries via email Monday through Friday, 10 a.m. through 3 p.m. Though we aim for a prompt response, it may take a business day for Gayle to respond to your inquiry. If it has been more than a business day, check your spam folder and ensure that Gayle's response did not inadvertently get miscategorized. If it has been a business day and the message is not in your spam folder, we deeply apologize! Please send [gayle@freeplayinc.com](mailto:gayle@freeplayinc.com), [jessica@freeplayinc.com](mailto:jessica@freeplayinc.com) and/or [kelsie@freeplayinc.com](mailto:kelsie@freeplayinc.com) an email or message us on our Facebook page and let us know. We will get back to you asap (and work on fixing whatever prevented our timely response).

### I am arranging a company party; do you have any team-building options available?

Yes! Please see our Team-Building brochure.

### What are your food and drink options?

We have a great many options! For food, we favor a package that consists of a massive charcuterie and crudités table, with carefully selected artisan meats, cheeses, fruits, and vegetables. In addition, we have several well-loved party platters to choose from, which feature the most popular items from our standard arcade menu. We can also work with you on a custom menu, drink package, and/or event-themed cocktail if you prefer. For drinks, we have a variety of packages from simple nonalcoholic fare to a full-blown open bar. A complimentary self-serve ice water station is provided in addition to any food and beverage selections. See below for more information on food and beverage options.

### **How do holidays, winter break, summer break, spring break and similar affect venue pricing?**

Private venue rentals may not be available on holidays (or may only be available at extra cost). In addition, because our weekday lunch and happy hour pricing is based on the business interruption involved with our normal 3 p.m. weekday opening time, the cost of these venue rentals is higher on early open weekdays. Please inquire as to venue pricing for holidays and early open weekdays.

### **What methods of payment do you accept?**

We accept checks and all major credit cards. For credit card payments, Free Play will invoice you through our Square system via email (please give your preferred email on the signature page of your contract). Check payments must be received by payment due dates at our corporate mailing address (see signature page of your contract).

### **Do you have any DJ recommendations?**

Yes! We have a handful of DJs we love to work with (and who are familiar with the relevant licensing requirements), and we would be happy to point you in the right direction, or even book one for you if you prefer.

### **What is your cancellation policy?**

Since we will announce the closure of our facility and/or begin acquiring supplies and arranging staffing for your event immediately after you reserve the space, we do not typically offer cancellations. If for some reason you believe you must cancel your event, contact us immediately so that we may explore alternative options.

## FAQs

### **When is the final guest count due?**

Your final guest count, not subject to reduction, is due 7 days prior to the date of your event. If you have not provided an updated guest count within that time frame, we will proceed with the guest count in your contract. If you need to increase your guest count within 7 days of your event date, we will make every reasonable effort to accommodate your request.

### **When is the latest I can finalize the other details of my private event?**

All details for a private party/event must be finalized and confirmed with our staff at least 7 days prior to the party/event. Per person drink tickets and food costs are based on your guest count and are not subject to reduction within 7 days of your event. However, if you need to add additional food/drink tickets within 7 days of your event due to an increase in your guest count, we will make every reasonable effort to accommodate your request. Please note that it is unlikely we can accommodate additional food within 48 hours of your event.

### **Do you charge tax or a service charge?**

Our sales tax rate is 8.25% and we charge a 20% service charge. Your service charge includes standard staffing for the Free Play and gratuity. If you would like additional staff to provide nonstandard services (ex: setting up, serving, or breaking down for a 3rd party caterer), there may be an additional charge. If you would like to include additional gratuity, whether before or after your event, please let us know.

# FAQs

## **What does a food & beverage minimum mean?**

Your food and beverage minimum means you must spend a minimum of the amount indicated on food, beverages, and team-building services provided by Free Play (and we have been known to include merchandise in a pinch). Tip and service charge do not count towards your minimum, nor do outside vendors booked on your behalf by Free Play. If you do not meet your minimum, the balance will be owed as a fee to bring you up to your minimum; however, we would much prefer to find a way for you to get actual value for your money. If you have concerns about meeting your minimum, please discuss options with us in advance so that we can find a way to make your minimum work for you.

## **Do you allow outside caterers?**

Yes. We recognize that while our food offering is perfect for a sharable, social gathering, it might not work perfectly for your more formal event. Any outside caterer you use must have a current health certificate and will need to add Free Play Inc. to their insurance as an additional insured for the day of the event. Please note that if you choose an outside caterer, you will still be responsible for your food and beverage minimum. If your outside catering choice requires our staff to set-up buffet tables with linens, accept delivery of catering items, set-up catering items, serve, replenish, buss tables, clean-up catering items or anything similar, there will be an additional fee. Please ask your caterer what exact services will be required on our end so we can set that fee accordingly.

## **Can I bring in cake/other dessert?**

Absolutely! Except not ice cream (ice cream cakes are permitted though). Just make sure you notify us at booking that you will be bringing outside dessert.

## **Can I take my food home?**

Any uneaten food purchased from Free Play may be boxed and removed from the premises. Please check with any outside caterer to ensure they have the same policy.

## **May I decorate?**

Probably. Let us know what you have in mind and we'll work with you to see if we can accommodate your decorations. Tablecloths, themed plates and napkins, party favors, centerpieces and balloon bouquets are great. Anything that needs to be hung on the wall is not. We want your party to be memorable but not due to the damage it causes to our facilities! In all cases, you are responsible for cleaning up your decorations and any damage they may cause.

## **When can I arrive to set up for my private event?**

Your event organizer and assistants may arrive 15 minutes prior to your venue rental start time in order to conduct necessary setup provided 1) you notify our event coordinator no less than 48 hours in advance of your event that this will be happening; 2) this time is used for setup only; and 3) you understand that our staff will be busy at that time making final preparations for the start of your event. If you need additional time for setup or would like your guests to arrive earlier, please contact our event coordinator for availability and pricing.

# Venue

All packages include the exclusive use of Free Play Arlington for three hours, full staffing during your party, and entry for up to 100 guests. If you would like to rent Free Play Arlington for a longer/different period of time or expect additional guests, please contact us so that we can build a custom package for you.

## WEEKDAY

### Lunch

(11 AM - 2 PM)

**\$750**

(+ \$500 food/drink minimum)

### Happy Hour

(3 PM - 6 PM)

**\$1,500**

(+ \$1,000 food/drink minimum)

### Later

(7 PM - 10 PM)

**\$2,750**

(+ \$2,000 food/drink minimum)

## WEEKEND

### Lunch

(11 AM - 2 PM)

**\$2,000**

(+ \$1,000 food/drink minimum)

### Later

(2 PM - 2 AM)

**INQUIRE**

(\$20,000 minimum spend)

Weekday rates apply Sunday beginning at 7:00 pm through Friday at 3:00 pm. Weekend rates begin at 3:00 pm Friday and continue through Sunday at 7:00 pm.

\*Venue rental may be unavailable and/or subject to adjusted pricing on holidays, Spring Break, Summer Early Open Hours, and other Early Open days.\*

## ADD-ONS

### Anitpasti Platter

**\$5 per person**

Marinated kalamata black and green olives, roasted red peppers, marinated mushrooms, artichoke hearts, marinated mozzarella balls

### Smoked Salmon Board

**\$8 per person**

Smoked salmon, thinly sliced red onions, capers, cream cheese, chopped egg, served with sliced baguettes

### Spinach Dip

**\$5 per person**

Made with farm-fresh spinach, served with sliced baguettes

### Baked Brie

**\$5 per person**

French brie wheel in a puff-pastry, layered with choice of sun-dried tomato, basil pesto, or fresh berry preserves, served with sliced baguettes

## EUROPEAN-STYLE CHARCUTERIE AND CRUDITÉS

**\$24 per person**

mortadella, spicy capicola, sopressata, prosciutto, Parmesan, blue Castello, smoked gouda, aged provolone, soft beer cheddar, cornichons, lavosh, French bread, flatbread, farm-fresh vegetables, seasonal organic fruits, hummus, buttermilk ranch

## Food

Your food package will be served on our oversized charcuterie boards and replenished as necessary throughout the event. Add-ons are only available in addition to a main food package. Per person priced items are only available for your full guest count and have a 20-guest minimum.

*Prices above are for a three-hour party. Substitutions are occasionally made for seasonal or difficult to source items.*

## PARTY PLATTERS

### Party Basics - \$70

Crudités, Fruit & Cheese, Hummus  
 Garlic Cheese Flatbreads  
 Pepperoni & Sausage Flatbreads  
 (serves 6-8)

### Vector Select - \$80

Crudités, Fruit & Cheese  
 BBQ Pulled Pork Flatbreads  
 Green Chili Chicken Flatbreads  
 (serves 6-8)

### Fully Pressed - \$75

Crudités, Hummus  
 Pressed Sandwich Platter  
 (Garlic Ham & Cheese, Avocado, Chicken  
 Pesto, Cuban, BBQ Toast, Texan)  
 (serves 6-8)

### Picky Eater - \$70

Crudités, Fruit & Cheese, Hummus  
 Garlic Cheese Flatbreads  
 Pepperoni & Sausage Flatbreads  
 (serves 6-8)

### Arcade Sampler - \$135

Crudités, Fruit & Cheese, Hummus  
 Pressed Sandwich Sampler  
 (Garlic Ham & Cheese, Chicken Pesto, BBQ  
 Toast, Cuban, Texan)  
 Flatbread Sampler  
 (Garlic Cheese, Pepperoni & Sausage,  
 BBQ Pulled Pork, Green Chili Chicken)  
 (serves 8-12)

### Taco Platter Add-On - \$80

Pulled pork tacos - available exclusively as an  
 add-on to any other platter(s)  
 (serves 8-12)

## DESSERTS

### Retro Candy Station

\$10 per person

Glass candy jar display containing assorted  
 retro candy for your guests' consumption or  
 take-home goody bags.

### Mini Dessert Platter

\$5 per person

Assorted brownie bites, mini cheesecake  
 bites, cookies, lemon bars, and /or similar.

## CUSTOM MENU

If none of our standard offerings are quite what you had in mind,  
 we would be glad to work with you on a custom menu.

*Per person priced items are only available for your full guest count and have a 20-guest minimum.*

## Drink (Alcoholic or Otherwise)

All private parties include a self-serve ice water station. See below for additional beverage options.

### DRINK TICKETS

\$3(non-alcoholic) /  
\$6 (standard) per ticket

\$3 non-alcoholic drink tickets are good for all non-alcoholic beverages priced up to \$4. Our selection varies based on availability but usually includes many/most of following: Hank's Root Beer, Dr. Pepper (Dublin), Dublin Cherry Limeade, Fanta, Squirt, Coke, Diet Coke, Liquid Death, Just Water, Big Red, Hippo Huckleberry, Calypso Lemonade, Mr. Brown Iced Coffee, Bawls products, and miscellaneous other offerings. \$6 standard drink tickets are good for any beverage, alcoholic or otherwise, priced \$7 or less. For private events, drink tickets must be purchased in advance. There is a minimum purchase of 10 for both types of drink tickets. All drink tickets are non-refundable.

### SUGAR RUSH

\$5/\$8 per person

Your entire party has all-you-can-drink access to our glass-bottled Coke products (\$5); or glass-bottled Coke products and premium sodas (\$8).

### TAPPER'S DELIGHT

\$20 per person

Enjoy a selection of 8 expertly curated craft draft beer and/or cider options, in addition to our house wines and sodas. While drinking responsibly, these options are available without limit or restriction to your guests. Feel free to let us know your preferences or give our staff free reign to build you a custom drink menu that is bound to impress

### CUSTOM BAR

*\*Inquire\**

If you want something beyond the offerings here, we can custom build a bar package for you to precisely fit the needs of your event. Contact us for more information on this option.

### OPEN BAR

TBD

Keep it classy and set-up a tab for your guests so they can drink exactly what they like! (feel free to customize any exclusions/caps)

*Prices are for a three-hour party.*