



Birthday Party Package



VERY IMPORTANT—PLEASE READ

- A Guest List will be provided when reserving your party date. ALL party guest names must be listed, and must be signed by all adult chaperones. Wristbands will be issued upon arrival, and must be worn and visible by all non-member guests while in the facility.
- Please pick up and throw away all trash including pizza boxes, plates, napkins and tableware. Please clean up all cake, soda, and ice cream on the floor, tables, chairs and countertops.
- Cancellations must be submitted in writing 14 days before the party date and will be subject to a \$10 processing fee.
- All Birthday Party participants must stay together as a group and follow the posted rules in each area. Parents are expected to control the behavior of Birthday Party

The party package includes:

- One hour in the pool
- Use of the party room for 45 minutes
- Two large pizzas
- Two 2-liters of soda
- Table cloth
- Plates, napkins, forks and cups

\$120 for Members, \$130 for Non Members

PARTY DAYS & TIMES

Chesterfield Family Center

Thursday: 7:00 pm
 Friday: 4:00 pm, 5:30pm & 7:00 pm
 Saturday: Noon, 1:30 pm, 3:00 pm & 4:30 pm
 Sunday: Noon, 1:30 pm & 3:00 pm

Doling Family Center

Monday-Thursday: N/A
 Friday: 4:00 pm & 7:00 pm
 Saturday: Noon, 3:00 pm & 5:30 pm
 Sunday: Noon & 3:00 pm

PARTIES WILL NOT BE RESERVED UNTIL PAYMENT IS MADE IN FULL.

Party Timeline - Activities first, pizza and party room last. All parties will begin and end in the designated party room. If the pool closes in the event of bad weather, complimentary passes will be issued so that you can come back and swim another day, or, you may choose to use the basketball gym and game room if available. All food and beverage must remain in the community room.

- Fees are based on 20 participants. Parties are limited to 20 participants due to the size of room.
- An adult to child ratio of 1:8 for children ages 9 and older, and a ratio of 1:4 for children ages 8 and younger, must be maintained at all times throughout the party. For non-swimmers and children ages 8 and under, a parent or guardian must remain at arm's length while in the water. For pool parties, the appropriate number of adults must be in the pool directly supervising the participants.
- The pool party fee includes up to 4 adults that must supervise the participants. The adults that supervise are not counted in the limit of 20 participants. If non-participants wish to swim they must pay the daily guest fee. Pool time is limited to one hour ONLY.
- Birthday Parties must be scheduled at least one week prior to the requested party date and paid in full before the party will be reserved.
- Birthday cakes and additional food may be brought into the center and kept in the party room. All leftovers must be taken after the party. Extra pizzas and soda can be ordered at an additional fee (see back side).
- All participants should come ready to swim with swimsuits and towels. A limited quantity of towels are available for purchase at the front desk. A lifeguard will go over the rules with your group prior to swimming. Please do not come back to the party room in wet swimsuits. There are family changing rooms located adjacent to the pool which swimmers may utilize for changing out of their suits.
- A list of all children in attendance is strongly recommended. Emergency name and contact information for each child should be included. Please have the party roster filled out before your party time.
- Items left in the party room during the activity will not be supervised. The party organizer is responsible for any personal belongings from your group.
- **Children must be at least 48 inches tall to ride the water slide in the pool.**

Birthday Party Reservation

Party Date: _____

Color Options:

Red Blue Pink Purple

CHESTERFIELD

Thursday:
 7:00-8:45 pm Activity Room
Friday:
 *4:00-5:45 pm Activity Room
 *5:30-7:15 pm North Room
 *7:00-8:45 pm Activity Room
Saturday:
 *Noon-1:45 pm Activity Room
 *1:30-3:15 pm North Room
 3:00-4:45 pm Activity Room
 4:30-6:15 pm North Room
Sunday:
 *Noon-1:45 pm Activity Room
 *1:30-3:15 pm North Room
 3:00-4:45 pm Activity Room

DOLING

Monday-Thursday: Contact a facility Supervisor
Friday:
 *4:00-5:45 pm East or West Room
 *7:00-8:45 pm East or West Room
Saturday:
 *Noon-1:45 pm East or West Room
 *3:00-4:45 pm East or West Room
 *5:30-7:15 pm East or West Room
Sunday:
 *Noon-1:45 pm East or West Room
 *3:00-4:45 pm East or West Room
 *Mermaid add on Fri, Sat, and Sun. with
 two weeks' notice before party required.
 Available times are noted with *
 (DFC mermaid parties use West Room only)

Number of guests: Adults: _____ Children: _____ (20 children maximum)

Parent's Name: _____ Street Address: _____

City, State, Zip: _____ Phone: _____

Birthday Child's Name: _____ Boy or Girl Age: _____ (ages 12 and under only)
 (circle one)

Options: Party includes two pizzas and two 2-liters of soda. Order extra pizzas for \$8 each.
 Order extra soda for \$2 each.

Pizza: Cheese #: _____ Pepperoni #: _____ Hamburger #: _____

Drinks: Coke #: _____ Sprite #: _____ Dr. Pepper #: _____

This is a contract, please read carefully: I, Participant, in consideration of the Springfield-Greene County Park Board ("Park Board") hereby assume all risks of personal injury or property damage, which may occur as the result of any participation in activities at any park facilities, including but not limited to the following activities: exercise programs, aerobics, weight lifting, running, basketball, volleyball or Martial Arts. Participants further release Park Board for all risks of condition of premises, facilities, and equipment used for such activities. Participants further release City of Springfield, Park Board and their employees and agents from all claims, even if caused by the past or future negligence of City, Park Board or their employees or agents, excepting only intentional acts or gross negligence. Participants grant full permission to Park Board to use participants' names, photographs, videotapes or recordings for any publicity promotion and/or security purposes without obligation or liability to participant or participant's family members. Participants further agree to cooperate and comply with the rules and regulations set by the Park Board. By signing below, participant acknowledges that they have read and understand this contract and further agree to comply with all obligations and conditions set out herein.

I have read and agree to the birthday party terms: _____
 (parent's signature)

<input type="checkbox"/> Party room set up
<input type="checkbox"/> Soda in fridge
<input type="checkbox"/> Pizza ordered

For Office Use Only

Party Fee: _____ **\$120.00**
 Non Member Fee: _____
 Mermaid Add on (\$50): _____
 Extra Pizza (\$8 per pizza): _____
 Extra Soda (\$2 per 2-liter): _____
TOTAL: _____

Amount Paid: _____ Date: _____ Staff Initials: _____

Method of Payment: Cash CC Check Receipt #: _____

Party reserved in computer: _____ Party reserved in book: _____