

GALLATIN VALLEY YMCA

Birthday Party Reservation Form



Name of Birthday Child: _____

Turning What Age: _____

[Please note: ALL children under the age of 4, or children not potty trained must have parent/guardian stay with them during the party]

Number of guests expected: 3-5 6-9 10-15

Reservation Date: _____

Time: Saturday: 10:30am-1pm 1pm-3pm 3:30pm-5:30pm
Sunday 1pm-3pm 3:30pm-5:30pm 6pm-8pm

Reservation (Parent/Guardian) Name: _____

Address: _____ City: _____ State: _____ Zip: _____

Email: _____ Contact Phone: _____

Member Rate: \$150 Non-Member Rate: \$215

[must be a member above age of 18 at time of registration and at time of party to receive member rate]

Preferred Method of Contact: email text phone:

Birthday child's favorite color: _____ Favorite superhero: _____

Favorite Game or Sport: _____ Cake: Chocolate Vanilla

CHOOSE YOUR PARTY:

- Mad Scientist:** We will do all those messy experiments you don't want to do in your own kitchen! We'll make slime, bouncy balls, find out what happens when you put Mentos in pop and more!
- All Star Sports:** Your little athlete can pick from a variety of sports, kick ball to flag football, and enjoy fun times with friends. Everyone is guaranteed to be a MVP.
- Just Build It:** Calling all junior architects, engineers and anyone who likes to build things with their hands! You can build buildings, cars, creatures and all the things you've been dreaming of with Legos, blocks, popsicle sticks, marshmallows, and more.
- Artrageous:** Get creative, get messy and have fun creating art! You can choose from painting murals larger than you are, learn the art of tie-dye, create handbags, wallets and accessories out of duct tape, use acrylics, watercolors, and pastels, learn how to origami and more!

BIRTHDAY PARTY INFORMATION AND GUIDELINES

WHAT'S INCLUDED

All party packages are for up to 15 guests and include cake, balloon bouquet, table covering, napkins, plates, utensils cups and juice. Tables and chairs will be provided to enjoy the gift opening and cake portion of your party. We set up your room and clean up after you leave; all you need to do is bring your camera!

SCHEDULING PREFERENCE

Scheduling preference will be on a first-come basis. Birthday parties may only be scheduled up to 3 months in advance.

PARTY SCHEDULE

Parties are scheduled for two hours. The room will be ready 15 minutes before your party start time; you can come in up to 15 minutes early and add extra decorations or drop them off in advance.

STANDARDS OF CONDUCT

Users agree to conduct themselves in a manner consistent with YMCA values and general membership standards.

PARTY GUESTS

Children under the age of 4 must be accompanied by a parent or guardian during the party. Staff will not be able to assist children that need to use the restroom. Adult party guests of children are not allowed to use the YMCA facility during the party unless they are a current YMCA member. Day passes may be purchased for \$10 per day if a guest of a birthday party child would like to use the YMCA facility during the party.

SUPERVISION

The person responsible for reserving the event must attend the event during the entire 2-hours. Birthday party guests must be supervised at all times and are not allowed to leave the party room unaccompanied.

All food and beverages must stay in the birthday party room.

DECORATIONS

You are welcome to add additional decorations to the Party room. All decorations must meet local fire department regulations and be approved by YMCA staff.

You may not add glitter, confetti, sparkles or piñatas.

Decorations must not damage walls, woodwork, or other parts of the building. Use of nails, screws, tacks, confetti or party poppers is prohibited. Putting tape on the windows is prohibited. Piñatas are prohibited unless it is a pull string Piñatas. All decorations and their attachments must be removed immediately following the event. Decorating may be done 15 minutes prior to the time of the event and clean up may be done after the event for 15 minutes.

The Gallatin Valley YMCA is not responsible for lost, left behind or stolen items.

CATERING

Catering services are allowed. However, any incidental expenses incurred by the YMCA as a result of such catering shall be paid by the using group. No alcoholic beverages are allowed.

PAYMENT AND CANCELLATION POLICY

Full payment is due at the time of reservation. In the case of cancellation, it is the responsibility of the person making the reservation to give notice in writing of this cancellation no later than 72 hours before scheduled party.

If cancellation occurs prior to the 72 hours, person making reservation will receive a refund minus \$50. Cancellations within the 72 hours will forfeit entire payment. All cancellations must be in writing. You may email info@gallatinvalleyymca.org or complete a cancellation form at the front welcome desk. Failure to notify the YMCA of a cancellation could result in the expulsion of further privileges to book parties at the YMCA.

HOLD HARMLESS

User agrees to hold harmless and indemnify YMCA against any claims and losses including reasonable attorney's fees and court costs arising out of its use and occurring as a result of actions of its members or participants.

By signing, you understand the guidelines and agree to adhere to all of the above:

Signature: _____ Date: _____

FOR YMCA STAFF ONLY:

Payment: cash check credit card

Membership Active during party?: Membership Category: _____