

Imagination Village

Birthday Party Reservation Request Form

CONTACT INFORMATION

REQUESTED DATE OF PARTY: ____/____/____

BIRTHDAY CHILD'S NAME: _____ BIRTHDAY AGE: _____ SEX: _____

NAME OF PARENT: _____

MAILING ADDRESS: _____

CITY: _____ STATE: _____ ZIP CODE: _____

E-MAIL: _____ PHONE: _____

PLEASE SELECT OPTIONS BELOW:

SATURDAY OR SUNDAY
10-12PM _____
1-3PM _____
4-6PM _____

BIRTHDAY PARTY PACKAGE:

LIBRARIAN PACKAGE \$210 (12 KIDS) _____
*BAKER PACKAGE \$275 (15 KIDS) _____
*MAYOR PACKAGE \$375 (20 KIDS) _____
* CUPCAKE/COOKIE CAKE FLAVOR _____
THEME: _____

ADD-ONS

LG ONE TOPPING PIZZA \$15 _____ (QTY) GLITTER TATTOO ART \$30 _____ THEMED TABLEWARE \$20 _____
ADD'L CUPCAKES \$2 EACH _____ (QTY) BUBBLES/CRAFT \$15 _____ COOKIE CAKE \$40 _____

IMPORTANT INFORMATION

- A \$50 NON-REFUNDABLE DEPOSIT IS REQUIRED TO RESERVE YOUR PREFERRED DATE AND TIME. _____
- REMAINING BALANCE IS DUE ON THE DAY OF THE PARTY.
- PLEASE CONFIRM GUEST LIST NUMBER TWO DAYS BEFORE YOUR SCHEDULED PARTY DATE.
- YOU MAY CHECK IN 30 MINS. PRIOR TO SCHEDULED PARTY TIME TO SET-UP/DECORATE. GUESTS WILL NOT BE ALLOWED TO ENTER THE PLAYROOM UNTIL THE DESIGNATED PARTY TIME.
- DECORATIONS SUCH AS BALLOONS, CENTERPIECES, AND BANNERS, ARE ALLOWED. PIÑATAS AND CANDY ARE PROHIBITED.
- WE ASK THAT GIFTS NOT BE OPENED IN THE PLAYROOM DURING THE PARTY. PLAY FACILITATORS CAN SAFELY STORE ALL GIFTS AND PRESENTS AT THE FRONT COUNTER FOR THE DURATION OF THE PARTY.
- OUTSIDE FOOD AND DRINK ARE PERMITTED; HOWEVER, THEY SHOULD BE LIMITED TO FINGER FOODS/ LIGHT SNACKS.
- NO ICE CREAM CAKES OR ICE CREAM.

I HAVE READ, UNDERSTAND, AND ACCEPT THE RULES AND CONDITIONS LISTED IN THIS AGREEMENT.

PRINTED NAME: _____ SIGNATURE: _____ DATE: _____

Office Use

Update Calendars _____ Order Cupcakes _____ Print Birthday Gift _____
Email Confirmation _____ Confirm Headcount _____