



# : Birthday Party Request Form :

Today's Date: MM/DD/YY  
 / /  
 Time: \_\_\_\_\_

Please give a **2 week notice** for all Birthday Party reservations. Please note this is a **request form only!**  
 A staff member from the Erie Community Center will call to confirm your date and time.

Date of Event (MM/DD/YY):    /    /	Parent/Guardian:
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Residential Address	Mailing Address (if different from Residential)
Street:	Street (or P.O. Box):
City:                      State:                      Zip:	City:                      State:                      Zip:

Telephone Numbers	Personal Email Address
Home (    )                      Cell/Work (    )	

Name of Child	Age	# of Kids Invited to Party

## INDOOR PARTY PACKAGES

All parties include one hour of activity and one hour in the party room. Activities include admission to the indoor playground, swimming pool, or climbing wall, for up to 10 children (please note, the hour of activity is not exclusive use). An additional fee will be charged for each additional child. The Center will provide a quarter sheet cake in your choice of two flavors, candles, juice, plates, tablecloths, napkins, and silverware. Our staff will set up, decorate, and clean up.

Party Packages (choose one)	Available Themes (choose one)
<input type="checkbox"/> A - Indoor Playground      Fee: R \$75 / NR \$89 <input type="checkbox"/> B - Swimming Pool              Fee: R \$95 / NR \$115 <input type="checkbox"/> C - Climbing Wall/Belay Rides      Fee: R \$109 / NR \$135	<input type="checkbox"/> Red <input type="checkbox"/> Green <input type="checkbox"/> Pink <input type="checkbox"/> Purple <input type="checkbox"/> Blue <input type="checkbox"/> Orange <input type="checkbox"/> Black <input type="checkbox"/> Yellow

Cake & Icing Choices	Pizza & Toppings (\$10 per pizza) - Optional
<input type="checkbox"/> Chocolate Cake <input type="checkbox"/> Vanilla Cake <input type="checkbox"/> Chocolate Icing <input type="checkbox"/> Vanilla Icing	# of Pizzas: Toppings:

## PARTY ROOM TIMES

**Note:** The time checked/marked is the time you will be in the Party Room. Swimming and climbing wall parties must coincide with open swim and open climbing times.

### Saturday (choose one)

<input type="checkbox"/> 11:30 am - 12:30 pm	<input type="checkbox"/> 1:00 - 2:00 pm	<input type="checkbox"/> 2:30 - 3:30 pm	<input type="checkbox"/> 4:00 - 5:00 pm	<input type="checkbox"/> 5:30 - 6:30 pm
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### Sunday (choose one)

<input type="checkbox"/> 11:00 am - 12:00 pm	<input type="checkbox"/> 12:30 - 1:30 pm	<input type="checkbox"/> 2:00 - 3:00 pm	<input type="checkbox"/> 3:30 - 4:30 pm	<input type="checkbox"/> 5:00 - 6:00 pm
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SEE BACK FOR PAYMENT OPTIONS

# Birthday Party Request Form, cont.

## PAYMENT OPTIONS

<input type="checkbox"/> Check: Check # _____	
<input type="checkbox"/> Credit Card #: _____	CVC Number (3 digits on back of card) _____
Card Expiration Date: _____	

If my application is approved, I agree to the following:

All persons to whom permits have been granted must agree in writing to hold the town, its employees and agents harmless, and indemnify same from any and all liability for injury to persons or property occurring as a result of the activity sponsored by permittee and said person shall be liable to the town for any and all damage to parks, recreation facilities and equipment owned by same, which results from or during the activity of permittee or is caused by participant in said activity. (Ord. 14-2005, 1-12-2005) All persons agree to comply with the Town of Erie Municipal Code and all Parks and Recreation regulations.

**Birthday Party Refund Cancellation Policy:**

- If party is cancelled less than 7 days before party, a 50% refund will be given
- If party is rescheduled less than 7 days before party, a \$20.00 cake fee will be charge

Printed Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

### STAFF USE ONLY

Room Time:
Activity Time:

Sub Total:	\$ _____
Party Extras: (children, pizza, etc.)	\$ _____
<b>Birthday Party Total:</b>	\$ _____