



Family Last Name: \_\_\_\_\_ Birthday Child Name: \_\_\_\_\_ Date/Time of Party: \_\_\_\_\_

**Palmer's Gymnastics Birthday Party Agreement**

Initial and sign below to confirm agreement to the policies of Palmer's Gymnastics.

**Participants:**

- All participants are required to have their parent/legal guardian sign the Palmer's Gymnastics Release of Liability Waiver. Guests are not allowed to participate without this signed release.
- All adults will be allowed on to gym floor to view and take photos, buy **MAY NOT** participate in gym activities.
- The minimum age to participate is 6 years old on own. Children 5 years and under, or guests with disabilities, may participate but **MUST** be accompanied by an adult.

\_\_\_\_\_  
**Please Initial**

**Event Time:**

- You and your party guests will enjoy a private party for 2 hours.
- Your party will start on time, so please ask ALL guests to arrive by your scheduled start time. **You may only enter the building 10 minutes prior to the start of your scheduled party time, so please do not arrive earlier. Please drop off decorations during the week prior to the party so that the party area will be set up when you arrive.**
- You and your guests will enjoy the party area immediately after your time on the gym floor.

\_\_\_\_\_  
**Please Initial**

**Party Area:**

- The tables in the party area are standard, rectangular 6 ft tables. The number depends on the size of the party.
- We set the tables in the party area with the children as the priority. There will be limited additional seating for the adults.

\_\_\_\_\_  
**Please Initial**

**Setup/Cleanup Time and Venue Access:**

- You will be able to arrive **ONLY 10 minutes prior** to your party start time.
- Cleanup and loading of personal items/gifts will begin promptly at the end of your scheduled party. **All party attendees must leave the building no later than 15 minutes after the party's scheduled end time.**

\_\_\_\_\_  
**Please Initial**

**Gifts:**

- Due to the time allotted in the party area, we ask that all gifts remain unopened during the party.

\_\_\_\_\_  
**Please Initial**

**Decorations:**

- Only candles on the birthday cake are allowed. Glitter, confetti and silly string are not permitted. Nails, staples, glue or any like materials are **not** allowed on any walls. Tape is acceptable if it is the blue type of painters tape.

\_\_\_\_\_  
**Please Initial**

### Food and Non-Alcoholic Beverages:

- You may provide your own food and non-alcoholic beverages. They are not included in your party package.
- Palmer's staff are not permitted to serve food as Palmer's is not a licensed facility for food/beverage service.
- Palmer's is a NUT FREE facility and food/beverages are not allowed on the gym floor.
- Food must be ordered and delivered within your allotted party time slot. If food arrives late, the party will not be able to adjust accordingly.
- At the conclusion of your party, all food and beverages must be removed from Palmer's.

**Please Initial**

### Final Count/Payment:

- In order to hold your requested party time slot, a non-refundable deposit of \$50.00 is required once we have scheduled a Coach(es) for your requested party date.
- We will contact you the week of your party to confirm your final guest count. The birthday party final price is based on the number of coaches you will need due to the number of guests you will have attending your party. On the day of the party, if this number exceeds the amount originally indicated, additional fees will apply. **One coach party = 15 participants max including birthday child. Two coach party = 30 participants max including birthday child. A \$25 fee per child will be charged if additional children attend and the number of children participating in the party is over the maximum party number.**
- Final payment is due when we confirm your final guest count. We will keep your card on file until after your party.

**Please Initial**

By signing this birthday party contract, you are submitting a formal request for a party reservation. Furthermore, you are agreeing to hold your entire party responsible for the terms of this contract without limitation. Please note that a reservation cannot be confirmed without full payment of the \$50.00 non-refundable deposit.

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Date**

### Credit Card Information:

**\*\*Please note: on the party date, if your guest total exceeds the previous confirmed number, we will charge your card for any additional guests.**

Name (as it appears on the credit card): \_\_\_\_\_

Billing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zipcode: \_\_\_\_\_

Phone #: \_\_\_\_\_ Email: \_\_\_\_\_

Card #: \_\_\_\_\_ CVC: \_\_\_\_\_ Card Expiration Date: \_\_\_\_\_

Card Type: VISA: \_\_\_\_\_ MasterCard: \_\_\_\_\_ Discover Card: \_\_\_\_\_

Signature for credit card payment: \_\_\_\_\_ Date: \_\_\_\_\_

**\*\*Thank you for your assistance with adhering to these policies\*\***