

MID-COLUMBIA GYMNASTICS 735-3861 mcga.org

Birthday party reservation form

Party Date _____ Time _____ MCGA Student? _____

Child's Name _____ Age (New) _____ Gender M F

Parent/Guardian Name _____ Phone _____

Street address _____ City _____ Zip code _____

Estimated # of guests (children) _____ Age span of guests _____

*Please send this form and a \$25 non-refundable deposit to MCGA 1523-C Fowler, Richland WA 99352. If you reserve a party and then decide to cancel, you must notify the gym or you will be billed for the entire party. Party guests that are 5 years old and under must have a parent or guardian with them at all times during the party.

Each guest must be signed in by a parent or legal guardian when they arrive for the party.

\$150 for up to 20 children. \$5 per additional child. Children under 2 years are free. (\$25 to add 1/2 hour. If you want to add the extra half hour, this must be reserved when you book your party. Last time slot only.)

TIPS FOR A GREAT PARTY (Please ask for a copy of this form.)

- Please arrive 15 minutes early to greet your guests. (You do not need to come any earlier than that.)
- **We rotate parties through, so there may be a party at the table area during your gym time.**
- Parent is responsible for the cake, drinks, candles, and cake knife.
- Parents may bring additional food, decorations, goody bags, etc. to party.
- A refrigerator/freezer are available for your convenience.
- Food and drinks are not allowed in the gym area at any time!
- The birthday hostess will set up and clean up your party area. Extra supplies are available.
- During cake and presents time, the parent will take care of the guests in the party area.
- The guests need to stay in the party area during cake and presents.
- Each party has 1 hour of gym time and ½ hour in the party area. (Please leave **on time** at the conclusion of your party.)
- Payment is due upon completion of your party. **Party hostess/host gratuities appreciated.**
- Joint parties will be charged an extra \$5 for a second balloon bouquet.

Parent Comments: (special requests, favorite activities, special needs, etc.)

Waiver and Release:

I understand that any physical activity can be dangerous. I understand that the Birthday Coordinator is there to entertain the guests and look out for their safety. Children who do not follow the safety rules are my responsibility. **Guests 5 years and younger must have an adult with them throughout the party (for safety reasons).** I do not hold Mid-Columbia Gymnastics Academy liable for any injuries sustained during my child's party. I agree that if I do not give sufficient notice if cancelling my party that I am responsible for the cost of the party.

Signature of the Parent or Legal Guardian

Date

Directions: (Also, see MCGA.ORG for driving directions/ map.)

MCGA is located at the west end of Fowler (Richland "Y" area). If traveling north on Columbia Center Blvd, cross over HWY 240 and take the first left (Fowler St.). Continue to the end of the street and the gym is at the end of Fowler on the left. If coming from Richland or Pasco, take the Columbia Center exit and head north towards the river, then left on Fowler to the end of the street.