

Inland Empire Gymnastics Academy Birthday Party Facts and Contract

We hope that you and your child have a wonderful experience at your I.E.G.A. birthday party. To make sure that you do, and that all goes well, we ask that you be aware of the following procedures:



1. COST AND RESERVATIONS REQUIREMENTS

- \$150.00 for up to 15 children - 1 1/2 hour party with 30 minutes for refreshments and presents.
- \$200.00 for up to 15 children - 2 hour party with 45 minutes for refreshments and presents
- \$10.00 for each additional child after the first 15
- A nonrefundable \$75.00 deposit is required to reserve your party date and signed birthday party contract.
- Gratuity for birthday party staff, if desired

INITIAL _____

2. PARTY DAYS AND TIMES

Available Times:

Saturdays - After 4:00

Sundays - After 12:30

Birthday parties generally last between 1 1/2 hours to 2 hours, however arrangements can be made to extend your time, providing there are no other scheduled parties that same day. You may arrive 30 minutes prior to the start of your party to decorate. All guests and party organizers must be out of the gym within 30 minutes after the conclusion of the party. For every fifteen minutes that your party goes over the allotted time, you will be charged an additional \$10.00. We are on a schedule and may have other parties coming in after yours. Please remind parents of this, as you will be responsible for all children at the end of the party.

INITIAL _____

3. TIME SCHEDULE

All birthday parties at I.E.G.A. start on the gym floor and conclude in our birthday party room and lobby with refreshments and presents. Once refreshments are served, guests may not return to the gym floor. Depending on the length of your party here is the schedule:

1 1/2 hour Party	10 minutes of warm-up games
	30 minutes of gymnastic circuit and organized games
	20 minutes of play time
	30 minutes for refreshments & presents in birthday room/lobby**
2 hour Party	15 minutes of warm-up games
	30 minutes of gymnastic circuit and organized games
	30 minutes of play time
	45 minutes for refreshments & presents in birthday room/lobby**

***If you wish to increase the time on the gym floor for your birthday party, there will be an additional \$5.00/child for an additional 30 minutes of time on the actual gym floor.*

INITIAL _____

4. INVITATIONS/LIABILITY WAIVER

I.E.G.A. will provide birthday invitations if you would like to use them. They include a map to the gym to make it easier for your guest to get to the party. If you would like invitations, please request them when making a reservation.

All birthday party guests are required to bring a signed liability waiver to the gym. We will provide copies for you to send out with the invitations. Guests will NOT be allowed to participate on the gym floor without a wavier signed by their parents. We will have extra waivers available at the gym, however a parent must be present to sign.

INITIAL _____

5. DECORATIONS/FOOD

We have a refrigerator available for keeping refreshments cold or frozen prior to your party. We suggest that if you are going to serve food other than cake and ice cream you consider pizza. It is the easiest to serve and clean up. Any decorations you use must be removed at the end of the party. All other clean up will be taken care of by I.E.G.A. staff.

INITIAL _____

6. PARENTS AND YOUNGER SIBLINGS DURING GYM PARTIES

Parents and older siblings/guests (over the age of 17) may come on to the gym floor for the purpose of observing and taking pictures, however they are NOT allowed on any of the gym equipment. This is a restriction from our insurance company and we thank you for your complete cooperation.

Younger siblings/guests may come on to the gym floor during birthday parties however I.E.G.A. birthday staff are not responsible for children under the age of 3. Any child participating in a birthday party who is under 3 must have his or her parent on the floor with them at all times. Please inform the parents of guests under the age of 3 of this requirement.

INITIAL _____

7. CHECKLIST

This is a list of suggestions. What you provide at the party is completely up to you.

- cake
- candles
- matches
- knife to cut cake
- ice cream and scoop
- tablecloths (we have three four ft. tables)
- paper plates
- eating utensils
- napkins
- decorations
- balloons

Inland Empire Gymnastics Academy

Birthday Party and Contract

I/We have read and understand all of the above information about holding a birthday party at Inland Empire Gymnastics Academy, including the rules and regulations that must be adhered to by our birthday party guests to ensure that everyone has a fun and safe time. I/We also agree to inform our guests about the rules and regulations and assist Inland Empire Gymnastics Academy staff during the party as needed to assure that the rules are followed.

Parent/Guardian Printed Name

Date

Parent/Guardian Signature

If you have any questions or to arrange for your party, please call Inland Empire Gymnastics Academy at (909) 383-6655.

Inland Empire Gymnastics Academy
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