***Houston Elite Cheer Birthday Party Agreement***

Pricing

*(Please Check One)*

\_\_\_\_\_\_\_\_\_\_ **$275** Base Rate for 1-10 Guests for 1-Hour

 \_\_\_\_\_\_\_\_\_\_ **$300** Base Rate for 1-10 Guests for 1½ Hour

\_\_\_\_\_\_\_\_\_\_ **$350** Base Rate for 1-10 Guests for 2 Hours

Preferred Party Colors \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ No. of Guests \_\_\_\_\_\_\_\_\_

(*Approximate*)

**ADDITIONAL GUESTS**

*(Please Check One)*

\_\_\_\_\_\_\_\_\_\_ I understand that I will be charged $10/guest after the 10th guest, since I am a current HEC

 member.

\_\_\_\_\_\_\_\_\_\_ I understand that I will be charged $15/guest after the 10th guest, since I am not a HEC

 member.

**ADD-ONS**

 (Due Upon Reservation)

*(Please Initial)*

\_\_\_\_\_\_\_\_\_\_ Stunting ($25)

\_\_\_\_\_\_\_\_\_\_ Choreographed Cheer ($25)

\_\_\_\_\_\_\_\_\_\_ Choreographed Dance ($25)

\_\_\_\_\_\_\_\_\_\_ Choreographed Skits ($25)

\_\_\_\_\_\_\_\_\_\_ Organized Tumbling/Cheer Class ($25)

The birthday party will be held on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 *(Day)*  *(Date)*

From \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ AM/PM to \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ AM/PM.

  *(Start Time) (End Time)*

Houston Elite Cheer has received a $100 nonrefundable deposit on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

 *(Date, MM/DD/YY)*

*I acknowledge and agree to all the terms set forth in the “Houston Elite Cheer Birthday Party Agreement.”*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 *Signature Date*

*HEC Birthday Party Guidelines*

I understand that my $100 deposit is nonrefundable, and the only way to reserve a date and time for the birthday party is to pay Houston Elite Cheer a $100 nonrefundable deposit.

I understand that I will not be issued a credit or refund for all/any of the nonrefundable deposit.

I understand that all payment must be made in cash or by checks, and there will be a 3% transaction fee for ALL credit/debit card transactions.

I understand that if I request “add-ons,” additional services or additional activities not listed above, I will prepay $25 per add-on and will include it with my nonrefundable deposit.

I understand that if I request additional activities that are not prepaid and/or prearranged, I will be charged an additional $25 fee that is due the day of the party.

I understand all special requests and/or changes must be made at least 48 hours before the party.

I understand that if my check(s) returns unpaid or my card transaction is declined, I will pay HEC a returned item fee of $25.

I understand that if I need to reschedule the initial date, I will pay HEC a rescheduling fee of $20.

I understand that the last 30 minutes of the party will be utilized for the gift opening and cake and ice cream provided by you.

I understand that no guests will be allowed in the gym the last 30 minutes of the party. I understand that if guests go back in the gym area and get on ANY equipment, I may be charged an additional fee.

I understand the remaining balance of the party will be satisfied the day of the party from one source in cash or by checks payable to Houston Elite Cheer or HEC. I understand that ALL debit/credit card payments will include a 3% transaction fee.

I understand that gratuity for HEC staff cannot be included in the party’s payment and must be paid directly to the coaches/hosts. HEC is not responsible for disbursing the gratuity.

I understand that if anyone including adults, toddlers, photography staff or non-participants gets on the equipment, they will be charged as a guest, and I will pay $15.00/person.

I understand that all guests must complete and have a signed waiver on file before the commencement of the party, and I am responsible for distributing these waivers to all guests. Guests who do not have a waiver will not be allowed to attend or participate. Guests may sign waiver electronically on IClassPro from our website. [www.houstonelitecheer.com](http://www.houstonelitecheer.com)

*HEC Birthday Party Guidelines-(cont’d)*

I agree that I am responsible for any damage to HEC property in relation to my party, and I will be financially liable for the replacement, reimbursement and damage sustained by me or my guests before, during or after the party within three days of the party’s date.

I am aware that HEC will provide setup, minimal decoration including a plastic table cloth, cups, plastic silverware, napkins, organized games/contest, coaches and clean up. Goodie bags and party favors are available at an additional cost.

I understand that I will be charged $1/minute if I still have guests inside the building starting five minutes after the end time of the party.

I agree not to hold Houston Elite Cheer, HEC or any of its staff liable for any injuries or damage sustained before, during or after the party.

I am aware that HEC’s staff has the right to remove party guests and/or nonparticipants for safety reasons or intolerable incidents at any time. No refund or credit will be given.

I am aware that if for some reason the balance cannot be settled the day of the party that I will pay HEC a $25 late fee.

I have provided HEC with my credit/debit card information to satisfy any additional costs, fees and penalties sustained before, during and/or after the party. If for some reason I do not pay HEC in advance or the day of the party in cash or by checks, I authorize HEC to use the card on file and understand that HEC will dispose of my card information after the balance is settled.

*I have read and am aware of* ***all*** *guidelines set forth by Houston Elite Cheer (HEC) governing birthday parties. I agree to follow* ***ALL*** *the guidelines, rules and payment procedures set forth by HEC.*

*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

 *Signature Date*

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**Birthday Party Account Guarantee**

Name of Birthday Girl/Boy: **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Name on Card: **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Card Billing Address: **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

City/ State/ Zip: **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Card Number: **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Card Type: **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** Expiration Date: **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 **(We do NOT accept AMEX)**

CVVS/CVC 3-Digit Code: **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

*Payment and Credit Card Authorization Policy*

I/We hereby authorize Houston Elite Cheer to charge this card for all payments, fees and penalties associated with the birthday party. If necessary, Houston Elite Cheer may initiate credit adjustments for any charges made in error. This authorization is to remain in full effect until the balance is satisfied and HEC has received all monies owed associated with the birthday party. Customers have until the end of the party to pay the balance due on their account in cash or by check. All amounts remaining due at the end of the party will be charged to the card on file and will include a 3% **transaction fee for each transaction**. Clients left owing HEC will be prohibited in participating in ANY activities at HEC. I/We understand that a $25 late fee will be charged if payment cannot be processed and/or if my card declines. No exceptions will be made.

Signature: **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** Date: **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**