

COURTHOUSE GYMNASTICS CO.

BIRTHDAY PARTY RESERVATION FORM

Child's Name _____ **Last** _____

Age Child is Turning _____

Parent's Names _____

Parent Phone Number _____ **or** _____

Parent Email _____

Mailing Address _____ **City/State** _____ **Zip** _____

Date of Party _____ **Time** _____

Approximate Number of Children Attending _____

***Please Call the Week Before the Party and reconfirm the number of children attending!**

We will contact you if the date or time you requested is not available after we receive your form and deposit. Please read the information and conditions for our parties on the back of this sheet.

Please sign below and return with your deposit.

I have read, understood and agree to all the information and terms of a party at The Courthouse Gymnastics Co. as stated on the Birthday Party Information Sheet.

Signature _____ **Date** _____

PRICES

\$200 FOR UP TO 10 CHILDREN

\$5.00 FOR EACH ADDITIONAL CHILD (ANY WHO PARTICIPATE IN THE PARTY)

A \$50 DEPOSIT IS REQUIRED WITH THIS FORM. (BALANCE DUE AT END OF PARTY)

Make all checks payable to Courthouse Gymnastics. If you pay cash, GET A RECEIPT. If you pay Cash at the end of the party, please have the correct amount. Instructors cannot give change.

THERE IS A \$35 FEE FOR ANY RETURNED CHECK!

BIRTHDAY PARTY INFORMATION & TERMS

PRICE - \$200 for up to 10 children. \$5 for each additional child participating. A \$50 DEPOSIT is required with the reservation form. The BALANCE is due at the end of the party.

PAYMENT – All Checks should be made out to Courthouse Gymnastics Co. If payment is made with cash, always ask for a receipt. Instructors cannot give change so please have the correct amount of cash.

All Cancellations must be made at least 48 hours in advance. Anyone who cancels less than 48 hours in advance will forfeit their deposit.

Tables and chairs will be set up UPSTAIRS. Usually 1 table for 10-12 children. The host supplies the tablecloths, food, and decorations. ONLY STICKY TAC CAN BE USED TO HANG DECORATIONS. DO NOT USE TAPE!

PARTY TIMES – The party is 1 ½ hours long. The instructors entertain the children for the 1st hour then the children go upstairs for the last ½ hour.

Choose a Date & Time and Check with the Gym Office for Availability

SATURDAY

10:00-11:30

12:30-2:00

3:00-4:30

5:00-6:30

SUNDAY

1:00-2:30

3:30-5:00

Parties are never guaranteed to be private. Private lessons or other activities may be taking place at the same time, however, our facility is large enough to accommodate multiple activities.

Children under the age of 2 are not allowed to participate in a party. Any party that includes 2-3 yr olds may only have 10 participants in the party no matter the age of the birthday child. We want your party to be SAFE. Staff may require a parent to be present on the gym floor.

The host should call the office the week of the party to confirm the party time & provide an estimated number of children attending. This helps us ensure proper staffing.

The day of the party, NO CHILD MAY ENTER THE GYM AREA UNTIL INSTRUCTED TO DO SO! Once inside the gym, ALL children must remain with the party group. They may NOT wander around the gym

without a Courthouse Gymnastics staff member. Siblings of party participants may NOT enter the gym unless they join the party group.

The host is welcome to go around with the party group and take pictures or videos. Visiting parents are NOT allowed in the gym unless they are needed by the instructor. They must wait upstairs.

CHILDREN ARE NOT ALLOWED BACK IN THE GYM AREA ONCE THE GYMNASTICS PORTION OF THE PARTY IS OVER!

**Courthouse Gymnastics C.
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