

# ON THE SPOT



## THERAPY CENTER

SPEECH & OCCUPATIONAL THERAPY

### On the SPOT Therapy Play Center/ Sensory Gym BIRTHDAY PARTY CONTRACT

Birthday Guest Name: \_\_\_\_\_

Date of Party: \_\_\_\_\_

Party Start Time: \_\_\_\_\_ Party End Time: \_\_\_\_\_

Our birthday party includes: A two-hour party- one hour of playtime (with an option to add on time)-

- 15 minutes of pre-party set up and 15 minutes of post party clean up. 30 minutes for food, presents or completing crafts

-Exclusive use of sensory gym and building for your party, with child-friendly music.

-Staff helpers will take photos of the entire experience and add to a private Google Drive Photo folder (for you to download, print or share with your guests\*). All guests must sign a photo release for their child to utilize this service.

\*please see our party info handout/ QR code or website for any additional information.

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|--|---|--|
|  | <p><u>Party Package-</u> Great for those who already have a party plan but need a fun place to go and decorate. Add more fun with extra time. Max of kiddos. Staff assistance is there to help clean and set up. You are \$300.00</p> |  |
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|  | <p><u>Party Plus Package-</u> This party package includes everything in the Birthday Party Package above plus includes (12) juice boxes and goody bags for 12 kiddos. Great for those who don't want to go out and buy drinks and party favors. Easy does it for you and less to think about. \$350.00</p> |  |
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Additional add-ons:

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|--|---|--|
|  | Printed party invitations for you for (12) -\$10.00                 |  |
|  | Additional half hour of play time in the sensory gym- \$50.00       |  |
|  | Per child over a 12 child limit- \$20.00                            |  |
|  | Extra goody bags (12)- \$25.00                                      |  |
|  | Arts and Crafts for your kiddies (maximum of 12)- \$15.00           |  |
|  | Paper products and tablecloths can be added for additional- \$30.00 |  |
|  | One dozen Balloons- \$25.00   |  |
|  | Total charges:  |  |

We appreciate you choosing us for your party celebration. Our hope is your party will be both memorable and fun. To ensure the best possible experience we ask you to adhere to the following:

1. Please do not arrive more than 15 minutes prior to the start of your party. This ensures that our party professionals have time to get the facility ready for your arrival.
2. We do require all parties be paid in full in order to reserve your spot. If you must cancel your party, please do so at least within 72 hours after booking your event in order to receive a full refund. After that time frame you are allowed to move your party date or use it as a credit towards something else offered at the facility.
3. If you would like to have additional guests (over the 12 child limit) there will be a fee of \$20.00 per additional child over the 12-child limit.
4. Your two-hour block of time is reserved exclusively for you. This includes set-up and break-down as well as 1 hr of play in the sensory gym, craft, food/ cake (and presents). Once our time in the gym is completed, the children will transition into the party room and WILL NOT be permitted to return into the sensory gym. Food creates potential problems in/ on our equipment and therefore, the door between the party room and the sensory gym will remain closed once eating has begun.
5. Please arrange to bring your own birthday cake, food, and/or drinks that you wish to serve. Food is only allowed in our designated area which will be turned into an eating area before/ or during your child and their guest are playing in the sensory gym area. Food is not allowed in the gym.
6. Any damage to equipment will be the responsibility of the party client.

7. If you decide to cancel due to weather, we will gladly transfer your payment and everything over to a make-up date of your choice (if available).

8. No shoes are allowed in the gym area by anyone (adults or children). Socks are required. We also ask that everyone wash their hands prior to playing on the equipment due to safety standards that our gym has implemented.

9. I understand that each child's representative must complete a gym waiver prior to any play, on any equipment in the building and they will adhere to the rules of the gym.

Please contact us if you need any further clarifications on the above or have any special requirements. We thank you in advance for your cooperation in these matters. Once again, we value your business and patronage, and look forward to hosting your special day!

I have read, understand, and agree to the above terms.

\_\_\_\_\_ (signature)

\_\_\_\_\_ (Email Address)

\_\_\_\_\_ (date)