



## BIRTHDAY PARTY AGREEMENT AND POLICIES

**Where Every Kid Gets a Chance to Be the Star! ★**

Thank you for choosing **THE SONG SHACK** to celebrate your child's special day! We are excited to provide a fun, safe, and memorable musical experience for your birthday star and their guests.

Please review the following agreement and policies before reserving your party.

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### 1. PARTY INFORMATION

Birthday Child: \_\_\_\_\_

Parent/Guardian: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

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

Party Time: \_\_\_\_\_

Number of Guests: \_\_\_\_\_

Package Selected: \_\_\_\_\_

Total Party Price: \$ \_\_\_\_\_

Deposit Paid: \$ \_\_\_\_\_

Balance Due: \_\_\_\_\_

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## 2. RESERVATION & PAYMENT

A **50% deposit is required to reserve the party date and time**. The party date is not considered confirmed until the signed agreement and required deposit have been received.

The remaining balance is due **7 days before the scheduled party**.

Additional guests, time, food, decorations, or other add-ons may result in additional charges.

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## 3. CANCELLATION & RESCHEDULING

The deposit is **non-refundable** because it reserves a specific date and time that may otherwise be offered to another customer.

Requests to reschedule should be made as early as possible. THE SONG SHACK will make reasonable efforts to accommodate a new date, subject to availability.

If the school must cancel the party because of circumstances beyond its reasonable control, the school will work with the family to reschedule or provide an appropriate refund.

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## 4. PARTY ARRIVAL & DEPARTURE

The party will begin and end at the times listed above.

Families are welcome to arrive **1 hour before the scheduled start time** for designated setup or check-in.

Additional time beyond the scheduled party may be subject to an additional fee.

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## 5. CHILD SUPERVISION & RESPONSIBILITY

THE SONG SHACK does not provide supervision, for an additional cost a party host/instructor can be present to lead the scheduled musical activities.

**Our staff are party hosts and instructors and are not providing general childcare or babysitting services.**

Parents/guardians are responsible for the supervision and behavior of children attending the party, unless otherwise specifically agreed to in writing.

At least one responsible adult/parent representative must remain on the premises throughout the party.

Parents/guardians are responsible for any special needs, behavioral considerations, allergies, or other information that may affect a child's participation.

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## **6. KARAOKE, MUSIC & EQUIPMENT**

Guests are expected to treat all microphones, sound equipment, instruments, furniture, and school property with reasonable care.

Equipment such as speaker, ipad and microphones will be provided and set up prior to the start of the party.

The parent/guardian signing this agreement may be responsible for the reasonable cost of repairing or replacing school property damaged through intentional, reckless, or negligent behavior by the birthday party group, to the extent permitted by applicable law.

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## **7. FOOD, DRINKS & ALLERGIES**

Food and beverages are permitted only in designated areas.

Guests are not permitted in teacher rooms, or in middle room. Only in the lobby/party area, bathroom, dining room and kitchen.

Parents/guardians should use their own judgment regarding food and beverages provided to children.

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## **8. BEHAVIOR & SAFETY**

We want every child to have a wonderful experience!

For everyone's safety, guests must follow reasonable instructions from school staff and respect the facility, equipment, staff, and other guests.

If a child's behavior creates a safety concern or significantly disrupts the party, the parent/guardian may be asked to intervene.

In serious circumstances, THE SONG SHACK reserves the right to end an activity or party early when reasonably necessary to protect the safety of guests, staff, or property.

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## 9. PHOTOGRAPHY & VIDEO

We encourage you to tag @thesongshack in your videos and photos!

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## 10. LIABILITY & ACKNOWLEDGMENT OF RISK

The parent/guardian understands that musical birthday parties may involve normal physical activities such as singing, dancing, moving around the performance area, and interacting with musical equipment.

The parent/guardian agrees to inform THE SONG SHACK of any known condition or circumstance that could affect the child's safe participation.

To the fullest extent permitted by applicable law, the parent/guardian acknowledges the inherent risks associated with participation in the activities and agrees to comply with the school's reasonable safety rules and instructions.

**Important:** THE SONG SHACK is not responsible for any injuries.

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## 11. EMERGENCY CONTACT

In the event of an emergency or to contact someone for assistance at your event please text or call 901-480-1394 or 901-490-3420.

You can also email [thesongshack@gmail.com](mailto:thesongshack@gmail.com)

## 12. AGREEMENT

By signing below, I confirm that I have read and understand the Birthday Party Agreement & Policies and agree to follow the policies described above.

I understand that the party reservation is subject to the payment, cancellation, supervision, facility, and safety policies outlined in this agreement.

Parent/Guardian Name:

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Signature: \_\_\_\_\_

Date: \_\_\_\_\_

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**WE CAN'T WAIT FOR YOU TO CELEBRATE!**

**THE SONG SHACK BIRTHDAY PARTIES-** *Where every kid gets a chance to be the star!* ★