

BIRTHDAY PARTY RENTAL REQUEST



To book a party, please complete and submit this form to the Welcome Desk or email ATLKrocCenter@uss.salvationarmy.org. A Kroc Center representative will contact you to confirm the reservation. The request does not guarantee a party space. Two-week minimum notice is suggested to book parties and 50% deposit is required at the time of booking. The remaining balance will be due 10 days prior to the day of the event. No outside food is permitted except for birthday cake or cupcakes.

INTERESTED GUEST'S INFORMATION

NAME _____

DATE FORM SUBMITTED _____

PRIMARY PHONE _____

SECONDARY PHONE _____

EMAIL ADDRESS _____

BIRTHDAY CHILD'S NAME _____

BIRTHDAY CHILD'S AGE _____

EVENT DETAILS

Your party begins with 1.5 hours of activity time followed by 1 hour of celebration time in a private party room. Activity time slots are fixed. Late arrival does not result in the activity time being extended. Please arrive 15 minutes before your party begins to check-in and receive wristbands.

BIRTHDAY PARTY DATE CHOICE #1 (MM/DD/YY): _____

BIRTHDAY PARTY DATE CHOICE #2 (MM/DD/YY): _____

PREFERRED TIME CHOICE: (CIRCLE ONE)

PREFERRED TIME CHOICE: (CIRCLE ONE)

SATURDAY: 12:00PM – 2:30PM | 3:00PM – 5:30PM

SATURDAY: 12:00PM – 2:30PM | 3:00PM – 5:30PM

BIRTHDAY PARTY PACKAGE

Party Package:

1-20 attendees (Adults + children combined)

PARTY OPTION: DIY PARTY \$99.00 + tax GYM & SPORTS \$125 + tax

FOOD PACKAGE (CHOOSE ONE): 3 LARGE PEPPERONI PIZZAS 3 LARGE CHEESE PIZZAS

DRINK PACKAGE (CHOOSE ONE): SODA (CIRCLE ONE) SPRITE STRAWBERRY ORANGE

LEMONADE ICE WATER IS INCLUDED

PARTY PREPARATIONS I will use the complimentary plates, napkins, cups, and plastic flatware included with the party package. (check one) I would prefer to bring in my own themed party plates, napkins, cups, and plastic flatware.

PARTY GUEST INFORMATION

_____ # OF CHILDREN (INCLUDING BIRTHDAY CHILD) + _____ # OF ADULTS = _____ # OF TOTAL GUESTS

BIRTHDAY PARTY "ADD-ONS"

YOU CAN PURCHASE ADDITIONAL FOOD FROM THE OPTIONS BELOW. PLEASE INCLUDE THE QUANTITY OF EACH ITEM YOU WOULD LIKE TO ADD ON.

LARGE PIZZA 8 slices (\$10.99+tax) _____ PEPPERONI _____ CHEESE R.J. APPEARANCE 30-MIN (\$25.00)

_____ KROC GIFT BAG (\$3/bag) _____ BALLOONS (\$1/balloon) _____ ADDITIONAL PARTICIPATING GUESTS (\$12.00+tax)

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LIABILITY GUIDELINES

I understand that use of the facilities and equipment at The Salvation Army Kroc Center may involve risk of bodily injury or property damage and I agree to assume any such risks. I understand that it is up to me to consult physicians and other professionals to make sure that I can safely participate in activities and events at The Salvation Army Kroc Center. I also understand and agree that by signing this agreement, I am giving up my right (and/or the right of the minor(s) for whom I sign) to make any claim against The Salvation Army Kroc Center, its agents, employees and volunteers, including the right to sue them, for bodily injury or property damage or any other loss that I might suffer while using The Salvation Army Kroc Center facilities and services, except as limited by law. If The Salvation Army has actual knowledge that an individual is a registered sex offender, such individual shall be denied access to the Ray and Joan Kroc Corps Community Center (RJKCCC). By signature on this document, I represent to The Salvation Army, that neither I, nor any of my guests, which may from time to time attend the RJKCCC are registered sex offenders in any legal jurisdiction and that furthermore, I have an affirmative duty to The Salvation Army to immediately disclose to The Salvation Army any change in registered sex offender status for myself or any of my guests who may from time to time seek admittance at the RJKCCC.

PARENT/GUARDIAN SIGNATURE _____

DATE _____ PRINT NAME _____

PHOTO RELEASE

May we take pictures and use pictures for promotional purposes on our website, brochures, etc....? YES NO
(If you indicate yes then you assume responsibility for letting all of the other parents of the other children that may be attending know and your stating "Yes" means that all of the other parents have approved of this).

PARENT/GUARDIAN SIGNATURE _____

DATE _____ PRINT NAME _____

POLICIES, PROCEDURES, RULES AND REGULATIONS

All pricing and rates are subject to change. No refunds are given unless the party is cancelled by The Kroc Center. If the party is cancelled by The Kroc Center, you will be given the choice of a full credit or a full refund. If you cancel the party 7 or more days prior to the booked date, you will receive your 50% deposit minus \$25 cancellation fee in the form of a credit to use towards a rental at The Salvation Army Kroc Center. Cancellation requests made less than 7 days prior to the event date are not eligible for a refund. There is a \$30 return check fee.

1. Each party begins with a 90 minute activity, followed by 60 minutes in a space provided by the Kroc Center for food, cake, and presents.
2. You can bring your own cake and ice cream, however no other outside food is allowed into the building.
3. Each party comes with napkins, plates, utensils etc. However you are welcome to bring your own decorations. No taping to the walls or windows is permitted. Please, no glitter or confetti. **A \$200 cleaning charge will be added if any of these items are used.**
4. The Salvation Army Ray and Joan Kroc Corps Community Center will provide a party host to assist with room set up & clean up, group check in and check out and to assist with your needs you may have during the party, you are responsible for serving food, drink, etc. during your party room time.

I HAVE READ AND AGREED TO THE ABOVE STATEMENTS

PARENT/GUARDIAN SIGNATURE _____

DATE _____ PRINT NAME _____