



Birthday Party Reservation Request

Rentals are not considered confirmed until a permit has been issued by a Supervisor and the rental is paid for in full. Full payment is due upon verification of rental. Please do not send out invitations until you receive confirmation of date and time from RiverChase

Applicant Name _____ Email _____
 Address _____ City _____ State _____
 Zip _____ Phone _____ Party Date Requested _____
 Child's Name _____ Expected Attendance _____

Pick a Package from the Choices Below

Birthday Party Packages	Resident/Member Rate	Non-Resident/Non-Member Rate
<p><u>Basic Splash Bash</u> 1.5 hours in the party room 25 Bottled waters Admission wristbands for 25 people Unlimited swimming (until pool closes) Gift for the guest of honor Bring your own party supplies (tablecovers, napkins, forks, plates will not be provided) *No outside food or beverage allowed besides dessert.</p>	<input type="checkbox"/> \$160	<input type="checkbox"/> \$170
<p><u>Premium Splash Bash</u> 1.5 hours in the party room 25 Bottled Waters 4 large pizzas Admission wristbands for 25 people Unlimited swimming (until pool closes) Gift for the guest of honor Tablecloths, plates, napkins, forks (25)</p>	<input type="checkbox"/> \$200	<input type="checkbox"/> \$210
<p><u>Ultimate Splash Bash</u> 1.5 hours in the party room 25 Bottled Waters 8 large pizzas Admission wristbands for 25 people Unlimited swimming (until pool closes) Gift for the guest of honor Tablecloths, plates, napkins, forks (25)</p>	<input type="checkbox"/> \$240	<input type="checkbox"/> \$250

- I am bringing my own party supplies. I do not need the party supplies provided with the Premium/Ultimate packages
- I would like Forrest the Fox to make an appearance at my party for an additional \$40

Pick a Party Area from the Choices Below

Splash Room ____ (25 max)	Jungle Room ____ (35 max)	Shark Tank Room ____ (25 max)
M/W/F: __5:30-7:00	SAT: __1:00-2:30 __3:30-5:00	M/W/F: __5:30-7:00
SAT/SUN: __12:00-1:30 __2:30-4:00	SUN: __1:00-2:30	SAT/SUN: __12:30-2:00 __3:00-4:30

Pizza: Cheese _____ Pepperoni _____ Sausage _____
 *extra pizzas available for an additional \$10 each

Email application to parksandrec@fentonmo.org or fax to 636-333-6208
 Attention: Rental Manager

Birthday Party Guidelines:

- 1.5 hours in either the Jungle Room (Max 35 people), Wet Party Room (Max 25 people) or Shark Tank Room (25 people) .
- **The renter will be allowed to arrive *15 minutes prior to the party to setup the room. Prompt exit out of the room at designated end time required or a late fee will be charged.**
- ****Admission for the FIRST 25 guests (adults and children) to facility both during and after party, included in base price. Any additional guests entering the facility will have to pay daily fees regardless if they choose to swim or not. \$5.00/ Adult & \$4.00/ Child****
- Party hosts can choose to pay for the additional guests/parents if they wish to. Staff can keep track and have a total ready for you at end of reservation. If party host does not want to pay for additional guests/parents, then the guests can pay at the front desk upon arrival.
- Staff will set up, greet you and your guests, deliver food and answer questions.
- The guest list must be given to the front desk or birthday attendant upon arrival.
- RiverChase provides plates for pizza, forks, napkins & white table coverings (for 25 guests) if you purchase a premium or ultimate party package. No additional dessert plates are provided. Please bring your own. If you purchase a basic package, you must bring your own decorations and party supplies.
- Drink Choices – Bottled water. Additional bottles of water may be purchased for \$1.50 each
- Pizza Choices: Pepperoni, Cheese or Sausage. Additional Pizzas may be purchased for \$10.00 each (must be paid at the time of order).
- Pizzas will be scheduled for delivery at the start time of the party unless another time is requested.
- **No outside food/drink may be brought in with basic parties besides dessert.**
- All guests are expected to follow the facility rules and pool rules.
- The City of Fenton is NOT responsible for any lost or stolen items.
- No Storage available on the premise for gifts or leftover food/beverage/cake. Please plan accordingly.
- Renter agrees to remove all belongings and place all trash in the proper receptacles by the end of rental.
- Certified Lifeguards from the YMCA will monitor RiverChase Pools.
- **Renter Provides:**
 - Cake, Cupcakes, Cookies, or ice cream and dessert plates/bowls for the dessert. **Only the premium and ultimate packages that include pizza are allowed to bring in additional snacks/food items.**
 - If bringing a birthday dessert, please keep in mind you will need to provide your own plates, serving utensils, matches, dessert plates, candles, knife to cut the cake, and server for ice cream.
 - Special theme items, gifts, games and other decorations. **NO WALL OR CEILING DECORATIONS.** Nothing is allowed to be taped or pinned to walls.

Swimming Attire/Pool Rules:

- Proper swim attire must be worn. Proper swim attire is a suit with a form fitted lining. Examples of clothing that are **not proper swim attire** are: basketball, gym, cotton and denim shorts, sport bras, bras, t-shirts and cutoffs.
- Swimsuits with metal or hard plastic on them (i.e., zippers, eyelets, or ringlets) are not allowed on the slides.
- Swim diapers are required for those wearing diapers on a regular basis.
- A ratio of 2 adults per 5 swimmers must accompany groups from ages 2-4 and 1 adult per 10 children must accompany swimmers with groups ages 5 and up.

CONTINUATION ON THE NEXT PAGE AND REQUIRED SIGNATURE

- Guests must be 48” tall in order to use the slides.
- Only children under 48” may use the water playground.
- Running, rough play or obscene language will not be tolerated.
- Swimmers with contagious conditions or open wounds will not be allowed admission.
- Floatation devices must be coast guard approved children’s floatation devices and the child must be within arm’s length of an adult.
- No nerf or beach balls, rafts, tubes or other floatation devices that are not swimming support for small children
- Food must be kept in the concession area; no glass containers or coolers will be permitted in the facility.
- No chewing gum is allowed in the pool area.
- Refer to signs around the facility for further rules/pool rules for full list.

Cancellation Policy:

- In the event that a reservation must be canceled the following guidelines will be followed:
- If renter cancels a reservation **28 calendar days** prior to the scheduled rental a refund of 100% will be issued.
- If a renter cancels a reservation **14 calendar days** prior to the scheduled rental a refund of 50% will be issued.
- **ALL CANCELLATIONS MUST BE MADE IN WRITING.**

Rescheduling Policy:

- Party is allowed one reschedule date without penalty IF RiverChase staff is notified within at least two weeks of cancellation. If subsequent reschedule is canceled, then cancellation policy is governed by 1st original booking.

Pool Closure Policy:

- Both INDOOR & OUTDOOR pools will close if lightning/severe weather is in the area for at least 30 minutes. If lightning or thunder occurs again, an additional 30 minutes will be added to the time of closure. Indoor or Outdoor pools will close for at least 30 minutes if an ACCIDENT occurs in the pool. If the party is here less than 2 hours and the pool has yet to open, rain checks will be provided to all eligible guests.

Special Information Regarding Passes:

*** All Birthday party passes are full facility passes for adults.

ALLOCATION OF RISK:

"No liability, either expressed or implied, will be incurred by the City, its agents, servants, and employees, arising out of the use of the premises by renter, its agents, servants, employees, assigns, successors, invitees, during the date and time specified on the Rental Agreement . Permittee agrees to indemnify and save harmless the City, its agents, servants, or employees, from and against any and all liability for damages arising from injuries to persons or damage to property occasioned by any acts of omissions of (other party) its agents, servants, or employees, in defense of any claim, action suit, irrespective of any claim that an act, omission or negligence of the City of it's employees."

I have read the information above and agree to the Rules and Regulations. NOT VALID WITHOUT Signature.

Signature: _____ Date: _____ Employee initials: _____