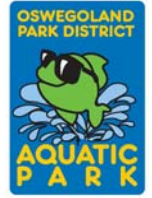




# Poolside Birthday Party Reservation



Thank you for planning your birthday celebration at the Civic Center Aquatic Park! We provide the fun along with a party host to keep things running smoothly. Reserve your party date by completing this form, and returning it with your \$50 deposit to any Park District office at least two weeks prior to the date of your party.

Child's Name \_\_\_\_\_ Adult Reserving Party \_\_\_\_\_

Address \_\_\_\_\_

Birth Date \_\_\_\_\_ Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_

Date of Party \_\_\_\_\_ (Parties may be booked Saturday or Sunday)

Number of Guests (include birthday child) \_\_\_\_\_

**Please read the party information on the back of this form before choosing your party options.**

**Party Options:** Starting times: \_\_\_ 1:00 pm \_\_\_ 3:00 pm \_\_\_ 5:00 pm  
 \_\_\_ **Additional cheese pizzas @ \$15 each** \$ \_\_\_\_\_  
 \_\_\_ **Happy Sacks @ \$3 each** \$ \_\_\_\_\_

**Party Details:**

- Cost of a party for up to 10 guests is \$190. (\$9 for each additional guest, up to maximum of 20) This fee includes one free adult admission per party guest under age 9. **Extra adults wishing to attend will need to pay the daily pool admission fee of \$8.** Adults with pool passes are admitted free.
- Please read the back of this form for pool party format details.
- Poolside birthday parties may be cancelled by the Park District due to cool (below 69°) or inclement weather. We will contact you prior to your party so you can decide whether to cancel, reschedule, or choose an indoor option. If you cancel due to a pool closing, you will receive a full refund.
- Children must have a parent signature on the waiver and release form included with the invitations.
- A \$50 deposit reserves your party date. **The balance must be paid 5 business days prior to the party.**
- No refunds can be given for last minute guest cancellations or "no shows."
- You may cancel your party 5 or more working days prior to the party and receive a full refund. If you cancel less than five working days prior to the party date, you will lose your deposit.

Signature \_\_\_\_\_ Date \_\_\_\_\_

CSR Signature \_\_\_\_\_ Date \_\_\_\_\_ Rental # \_\_\_\_\_

**OFFICE USE**

Number of Happy Sacks \_\_\_\_\_  
 Number of Extra Pizzas \_\_\_\_\_  
 Amount Due: \_\_\_\_\_  
 Deposit: \_\_\_\_\_  
 Balance Due: \_\_\_\_\_  
 Confirmed with: \_\_\_\_\_  
 Copy to Customer: \_\_\_\_\_  
 E-mail Denise: \_\_\_\_\_

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

Date entered in Class \_\_\_\_\_

Visa	MasterCard	Ck	Cash
Visa	MasterCard	Ck	Cash

Bankcard # \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_  
 Exp. Date \_\_\_\_\_



## ..... Birthday Party Information

The party coordinator will call you the week of your party to talk about the details of your party.

Your party will last 1 ½ hours, not including swim time in the pool. For about 30 minutes your party host will lead children in age appropriate, water-related games in the grassy area near the pool deck. Pizza, juice, and “Happy Birthday” cake or cupcakes will be served following the games, and then it’s time to open presents. If there is time remaining, the party host will play more games with the children, or parents may choose to end the “host” portion of the party and go into the pool. The group may stay for unlimited swimming until the pool closes. Your party host will clean up the area and store your leftover food in the concession refrigerator where you can pick it up when you are ready to leave.

Parties must bring one adult chaperone per 5 children. One adult may attend for free per child under 9 years of age. There is no charge for these chaperones. Additional adults may attend by paying the regular daily pool admission of \$8. Adults with a season pool pass will not need to pay an additional amount.

### More Details . . .

- Waiver and release forms are provided to be distributed with the party invitations. Each child attending must return this form with a parent signature.
- Party guests will gather in the Civic Center lobby. When everyone has arrived, your party host will escort all of you to the poolside party area.
- Party Hosts do not go into the pool with the children. All games are played on the grassy area near the pool deck. Unlimited time in the pool is included at the end of the “hosted” party.
- In case of a last minute emergency cancellation, please call 630.554.1010.
- Coolers may be brought to the pool. Glass containers and alcohol are strictly prohibited in the pool area, so all coolers will be checked upon entering for glass and alcohol. Food and drinks may be opened only in the party area or the concession area.
- Lawn chairs and strollers may be brought into the party area.
- Everyone entering the pool must wear a swimsuit. Children who wear diapers must wear tight fitting rubber pants over the diaper, or wear a swim diaper.
- Children 6 years and older should use gender appropriate locker rooms.
- Lifejackets may be used if they are U.S. Coast Guard approved and an adult stays within arm’s reach of the child at all times.
- Lifeguards and the pool manager have the authority to require all guests at the aquatic park to abide by the pool rules as posted at the entrance and on deck.



If you have any questions regarding your Pool Party, please call the Oswegoland Park District at 630.554.1010.  
[www.oswegolandparkdistrict.org](http://www.oswegolandparkdistrict.org)