

Party/ Event Contract for BBEC Play Place

Terms and Conditions

Reservations must be made at least 3 weeks in advance and are subject to availability of space. Our party room is available Friday- Sunday from 0900-1600, and may be booked in 2 hour increments.

Party/Event host may arrive 30 minutes prior to event time to set up/decorate.

Parties must be finalized 2 weeks prior to the event. Failure to do so will result in a cancellation of your party.

Pricing

Our basic party package starts at just \$50. This \$50 non-refundable party fee is required to reserve your date.

- This nonrefundable booking fee includes 2 hours of open play place and a private party room. For our basic party package, the customer is responsible for set up, clean up and must provide their own party supplies.
- Clean up will include the following: Place all trash (food items, wrapping paper etc.) in the trash can, take down all party decorations, all food waste/spillage cleaned up prior to checking out. **Host is to check in with attendant prior to leaving facility. Failure to do so will result in an additional cleaning fee.**

Additional Features (optional)

The following packages can be added to our basic party package.

Party Supply package \$50

- Includes disposable table covers, paper plates, napkins, cups and utensils (for up to 15 guests). The McBride Commons staff will also set up these items and take care of the cleanup after the party.

Craft Package \$15 per child

- Includes one 11x14 canvas and all paint supplies. All craft materials must remain inside of the party room and cannot be taken into the Play Place.

Pizza Package

- Add a 16" cheese or pepperoni pizza to your party for just \$10 per pizza (must be ordered by the time your party details are finalized)

Venue Access

Customers will have private space in our party room, but the Play Place will remain open to others. Decorations and refreshments can be set up in the party room. Food and beverages must remain in the party room and are prohibited inside of the Play Place. Please have all members of your party remain courteous of others who may be using the facility.

Decorations

Customers may bring decorations as they see fit, with the following restrictions:

- Decorations may not be nailed to surfaces. No thumb tacks or tape allowed.
- Glitter and confetti are prohibited.
- Decorations must remain inside of the party room and they cannot be taken into the Play Place.

Food & Drinks

You may bring cake, ice-cream and beverages to serve during your party. All other outside food items are prohibited inside of the Bay Breeze Event Center. Alcoholic beverages are also prohibited. All food and drinks must be removed from our facility at the end of the party. Any food items left in our facility will be thrown out. Food and drinks **MUST** stay in the party room and cannot be taken inside of the Play Place.

Guest Conduct

All guests are expected to behave responsibly at all times. Children must be supervised by an adult at all times. Childcare will not be provided by our staff during your party.

Liability By signing this birthday party contract, you release McBride Commons and the Bay Breeze Event Center from any potential liability.

Party hosts are responsible for any damages caused by party attendees.

Acceptance By signing this party contract, you are submitting a formal request for a party reservation. Furthermore, you are agreeing to hold your entire party responsible for the terms of this contract without limitation. Please note that a reservation cannot be confirmed without full payment of the non- refundable basic party fee listed in this contract.

Name

Phone Number

Signature

Date

Staff member booking party (name and date): _____