



17150 Waterloo
Grosse Pointe, MI 48230
313.885.4600
www.neighborhoodclub.org



Birthday Party Reservation Form

Your Name	Email	
Address	City	Zip
Daytime Phone	Evening Phone	
Date Requested	Name & Age of Birthday Child	
Table Covering Colors (pick up to 2) Blue Green Pink Purple Red		

Please Choose Party Activity (See reverse side for party package details)

Full payment is due at the time of booking. Partial payments will not be accepted.

Pick Your Party Time: 1 hour for activity followed by 1 hour for room. Please circle selection.

*3hr Option: 1hr gym, 1hr pool, 1hr room (additional \$60 member, \$75 non-member)

GYM PARTY	POOL PARTY	GYM & POOL PARTY
(1/2 of gym and equipment provided)	(during Family Swim)	(1/2 of gym and during Family Swim)
Fri: 5pm-7pm Saturday: 12-2pm 3-5pm	Friday: 5pm-7pm	Friday: 5-8pm (3hr Option)*
Sunday: 12:30-2:30pm	Saturday: 12-2pm 3-5pm	Circle 2 activities:
Circle 2 activities: Soccer Dodgeball	Sunday: 12:30-2:30pm	Soccer Dodgeball
Floor Hockey Basketball		Floor Hockey Basketball




Pick your party, make selections and customize for your type of fun! All packages include: 1 hour of activity of choice (check availability prior to making reservation), Party Room for one hour after desired activity, and table coverings.

You are welcome to bring a Birthday Cake and ice cream to the celebration. Remember to bring candles, serving utensils, and matches! **Maximum capacity: seating for 20, room holds 30.**

This application is not valid until authorized by the Neighborhood Club and signed below as acknowledgment and agreement to all the terms and conditions. Payment is due in full at the time of booking. Refunds will not be issued for parties cancelled within one week of the party date. All parties end in Community Room. All rules and adult/child ratios must be followed while using the building, including parents directly supervising children in the water. The Community Room can only be reserved for Birthday Parties from September - May.

I acknowledge that I have read and/or received a copy of the "Rules and Expectations of All Attendees" sheet and agree to have all attendees abide by those listed as well as any other requests made by Neighborhood Club employees during my event. I understand that participation in any available activity and use of the equipment and facilities within the Neighborhood Club is at my sole discretion and judgment and at my guest's own risk. Both I and my guests will appropriately and safely limit his/her activities, to take into account his/her physical condition. I hereby voluntarily release and hold harmless the Neighborhood Club from all liability for all types of damages, losses, and injuries, including death, whether foreseeable or not, sustained by me or my guests while participating, watching, and traveling to or from the facility. I understand and agree to the terms and conditions of the facility policies.

Your Signature _____ Date _____

Office Use Only:	1st Approval Initials _____ <small>Must have to book party</small>	2nd Approval Initials _____ <small>Initialed after booking</small>	  
Total Amount Due	\$ _____	Total Amount Paid	\$ _____
Employee Initials	_____	Receipt Number	_____
Payment Type	Credit Card	Cash	Check: # _____

Choose your party package:

PURE FUN PACKAGE

Includes one hour in the pool or gym and one hour in the decorated Community Room. Please provide your own food, beverages, plates and utensils. No catering companies or food trucks, please!

Member	OR	Non-Member
\$ 145.00		\$ 175.00

Package	\$
*Friday 3hr	\$
Total	\$

*3 hour Friday option: \$60 additional for members, \$75 additional non-members

OR

ALL SMILES PACKAGE

Includes one hour in the pool or gym, one hour in the Community Room, pizza from Hungry Howie's, beverages, plates and utensils.

	Member	OR	Non-Member
Up to 12 children	\$ 175.00		\$ 200.00
13-15 children	\$ 215.00		\$ 250.00
16-20 children	\$ 250.00		\$ 295.00

Includes:

2XL one-topping pizzas, 2 beverages
3XL one-topping pizzas, 3 beverages
4XL one-topping pizzas, 4 beverages

XL pizzas are 12 slices each

Extra Pizza/Beverages for Adult Guests

Add \$14 per Add-On

1XL pizza, 1 beverage
1XL pizza, 1 beverage
1XL pizza, 1 beverage
1XL pizza, 1 beverage

Total # of Add-Ons _____ x \$14 = \$ _____

Gluten Free Add Ons (small option only, please write in one topping)

Add \$8 per Add-on

Total # of GF Add Ons _____ x \$8 = \$ _____

Total Add-ons

\$ _____

Pizza requests may only have one topping-no specialty pizzas.

Beverage options: 12 juice boxes, 12 mini-waters or 2-Liter Lemonade

	One Topping	Beverage
Pizza 1		
Pizza 2		
Pizza 3		
Pizza 4		
Pizza 5		
Pizza 6		
Pizza 7		
Pizza 8		

Package	\$
*Friday 3hr	\$
Add-Ons	\$
Total	\$

*only add Friday 3hr option if guest is having 3-hour party add-on. \$60 member, \$75 non-member

*3hr option: 1hr gym, 1hr pool, 1hr room (add \$60 member, \$75 non-member).

This option is only available on Fridays and must be circled on the first page.

Rules and Expectations of All Attendees

(Please detach and give to party host at time of booking)

Please arrive 20 minutes before your party's start time to make any final touches to the room and to greet guests. Decorations are not to be hung on walls, but you may use suction cups and hang decorations on the windows. You will have 20 minutes after the party's end-time to clean up. Times cannot be extended if your party is not finished with activities. Members of the facility must be included in the total number of paid guests as they will still be using rented areas, extra staff, and party supplies.

- The Community Room can only be reserved for Birthday Parties from September - May.
- Please direct all questions to your Party Coordinator during the event. If your Coordinator is not present, please ask the front desk to page them over the intercom.
- Pizza ordered through the Neighborhood Club will only be ordered from Hungry Howies in Grosse Pointe Park.
- Please, no catering companies or food trucks as space is limited. You are responsible for accommodating for allergies of guests and ensuring your food is properly prepared for consumption. The Neighborhood Club is not responsible for any food-borne illness or allergic reactions. Party hosts are fully liable for the health of their guests.
- No alcohol will be allowed inside our facility. Those who are suspected of drinking will be asked to leave the facility.
- Adults who participate in activities are not included in the # of guests. The room only holds approximately 20-30 people total and we can only accommodate seating for 20.
- You may participate in the activity chosen for your party. Out of consideration for all your guests, members may use other areas of the facility only after the party's end-time.
- Please understand that accidents do happen in the pool and the Neighborhood Club will do everything in its power to make your party enjoyable should you not be able to use the swimming facility.*
- Please have fun!

Pool Rules:

- Parental supervision is required.
- Non-potty trained children must wear a swim diaper and please make sure all children use the restroom before entering the water. If any children are wearing a diaper, please check it often and immediately remove child if he/she has a bowel movement in the diaper. Immediately notify a lifeguard if a bowel movement occurred in the water.
- Guests who are ill, have open sores, rashes, or an infectious condition are not permitted in the pool.
- Party guests will share the pool during Family Swim.
- Please do not bring glass containers, food or beverages on the pool deck.
- No outside toys are permitted in the pool. We provide noodles, beach balls and have a splash area for children.
- Please review all pool rules before using the facility. Rules will be enforced by the lifeguards for the safety of our guests and members. Some rules include: no running, no diving, no roughhousing, no shoes on deck, no slapping noodles on the water and please do not go into the lap lanes.
- Children are welcome to use the entire pool with the exception of the 5 foot area, marked by a floating buoy. For children to go past this point, they must be at least 5 feet tall or pass the Neighborhood Club Swim Test (jumping into the 5 foot end of the pool, surfacing and swimming a length to the other end of the pool).
- Please email your guest list with first and last names to kara@neighborhoodclub.org if you would like us to pre-check if they have passed the Neighborhood Club Swim Test prior to the party.
- For party guests 3-8 years of age, they must have parental supervision IN the water. If parents will not be in the water, they must wear a Coast Guard Approved lifejacket, stay in the zero depth and 3ft sections, or pass the swim test.

Gym Rules:

- Parental Supervision is required.
- Only the back half of the gym is reserved for guests for gym parties.
- The chosen gym activity will be out and available for party guests to use, but please plan on coordinating your own games.

Aquatic Age Guidelines:

- Age 14 and older: full, unsupervised use after completing a scheduled orientation along with a signed parent consent form (available in the Fitness Center).
 - Age 9 - 13 (during lap swim): Child may swim laps with a Parent/Supervisor* present in the pool area. Child must follow proper lap swim etiquette.
 - Age 9 - 13 (During family swim time) Child may swim without a Parent/Supervisor* present, however, in order to enter the 5' section of the pool, child must pass a Neighborhood Club swim test or wear a Coast Guard approved life jacket.
 - Age 3 - 8 (During family swim time) Parent/Supervisor* must remain in pool area at all times AND: in the water directly supervising child unless child is wearing Coast Guard approved life jacket or child has passed a Neighborhood Club swim test.
 - Age 0 - 2 Parent/Supervisor* must be in the water directly supervising child.
- Neighborhood Club's life jacket supply is limited to first-come, first-served. You are welcome to bring your own Coast Guard approved life jacket.***

