



17150 Waterloo  
 Grosse Pointe, MI 48230  
 Phone: 313.885.4600 Fax: 313.885.2418  
 www.neighborhoodclub.org

# Birthday Party Reservation Form



Applicant's Name \_\_\_\_\_ **Email For Food Order Form** \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Daytime Phone \_\_\_\_\_ Evening Phone \_\_\_\_\_

Date Requested \_\_\_\_\_ Name of Birthday Child \_\_\_\_\_ Age on Birthday \_\_\_\_\_

Favorite Colors as shown (circle up to three): **Blue Green Pink Purple Red** Circle One: **BOY GIRL**

Pick Your Party Time: 1 hour for activity followed by 1 hour for room

<b>Gym Party (1/2 of gym, we provide equipment)</b> <b>Saturday:</b> 12-2pm 3-5pm <b>Sunday:</b> 2-4pm  Choose 2 activities: basketball soccer floor hockey dodgeball	<b>Pool Party (during family swim)</b> <b>Saturday:</b> 12-2pm 3-5pm <b>Sunday:</b> 11am-1pm 2-4pm  Check reverse of form regarding swim test and ratio policy.	<b>Gym and/or Pool Party (3-hour option)</b> <b>Friday</b> 5-7pm <b>Friday:</b> 5-8pm*  *3-hour party: Add \$60 members, \$73 non-members to package pricing below
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Pick your party, make selections and customize for your type of fun! All packages include: Invitations (upon request), 1 hour in pool or gym (check availability prior to making reservation), Party Room for one hour after desired activity, balloon bouquet, and table coverings. You are welcome to bring a Birthday Cake/Large Cookie and ice cream to the celebration. Remember the candles, serving utensils, and matches. **Maximum number permitted per party is 20.**

**Pure Fun Package**  
 # of guests \_\_\_\_\_  
 Pure Fun includes: All items listed above  
 \$125 Member (12 guests), \$7 per person for additional guests  
 \$150 Non-Member (12 guests), \$9 per person for additional guests  
**NEW! Bring your own food.**  
 All pizza must be ordered through us using Hungry Howies in Grosse Pointe Park. No other pizza companies allowed. Please, no catering companies as space in room is limited.

**All Smiles Package** # of guests \_\_\_\_\_  
 Order forms will be sent to the email provided.  
 All Smiles Package also includes: **Hungry Howies** pizza - two slices per guest, plates, plastic ware, napkins for pizza, cups, two 2-liter beverages  
 \$170 Member (up to 12 guests); \$10 per person for additional guests  
 \$200 Non-Member (up to 12 guests); \$12 per person for additional guests  
 Choice of 2 extra-large pizzas with **one topping** (24 slices):  
 Choice of two 2-liter beverages: Coke, Diet Coke, Sprite, Water, Lemonade  
**Add ons:**  
 Extra large pizza with **one topping** @ \$14 per pizza  
 Additional 2-liter beverages: Coke, Diet Coke, Sprite, Water, Lemonade  
 No flavored crusts. No changes to orders after 12pm the Thursday before your party date

**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 and includes a \$60 non-refundable deposit at time of reservation. Refunds will not be issued for parties cancelled within a week of the party date. Final count required by 12pm on the Thursday before your party date. All parties end in Birthday Room. Final headcount is due and must be paid by 12pm on the Thursday before your party date. All rules and adult/child ratios must be followed while using the building, including parents directly supervising children in the water. Outside food and beverages are not permitted except for birthday cakes and ice cream.** 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.

**Applicant's Signature:** \_\_\_\_\_

Deposit Due: \$60 Total Amount Paid: \_\_\_\_\_ Balance Due: \_\_\_\_\_

Debit/Credit Card #: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Signature authorizes Neighborhood Club to charge your credit card for party costs and expenses incurred after initial payment.



**PLEASE READ RULES ON REVERSE AND SIGN**

## **Important Information**

Please arrive 15 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 get suction cups and hang decorations on the windows. If anyone has severe food or latex allergies, please let the Neighborhood Club know when booking the party. 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.

### **Aquatic 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 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. Therefore we recommend you bring your own Coast Guard Approved life jacket.**

### **Rules**

- If you would like us to pre-check for passed swim tests, you may provide a list of swimmers with their name (first and last) and birth date to the Birthday Party Director no later than 12pm Thursday prior to your party. Any child who has previously taken and passed a swim test at the Neighborhood Club may be issued a swim bracelet at the start of the party.
- Please review the pool rules before using the facility. Rules will be enforced by the lifeguards for the safety of our guests and members.
- Please direct all questions to your Party Coordinator. If your Coordinator is not present, you may ask the front desk to page him or her over the intercom.
- Non-potty trained children must wear a swim diaper. Children and/or adults who have had diarrhea within the last 24 hours are not permitted in the pool.
- 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. Notify a lifeguard if a bowel movement happened in the water.**
- Party guests will share the pool during family swim. Only half of the gym can be reserved for guests.
- No outside toys are permitted in the pool. We provide noodles and have a spray area for children to play in.
- When catering your own party, all pizza must be ordered through us using Hungry Howies in Grosse Pointe Park. No other pizza companies allowed. 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.
- Please do not bring glass containers on the pool deck.
- Adults who participate in activities for safety are not included in the # of guests. However, the room only holds approximately 20-30 people total and we can only provide seating for 20, so please limit the amount of guests in the room.
- You may participate in the activity chosen for your party. Out of consideration for your guests, members may use other areas of the facility after the party's end-time.
- All party details must be finalized and final payment must be made by 12pm on the Thursday before your party date. No changes to food orders will be made after this 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!

**Signature** \_\_\_\_\_

Date \_\_\_\_\_

I have read and understand/agree to the above conditions.