



# ***BIRTHDAY PARTY RESERVATION FORM***

Parent/Guardian Name: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Child's Name: \_\_\_\_\_ Will be turning \_\_\_\_\_ years old

Party Date: \_\_\_\_\_ Party Time:  3-5pm (Sat or Sun) or  4-6pm (Saturdays only)

Expected Number of Children: \_\_\_\_\_ (includes birthday child, maximum 36 kids)

Coaches Required: \_\_\_\_\_ (1 coach per 12 children)

## **FEES**

\_\_\_\_\_ **Gym Rental** (\$250.00 for two hours)

\_\_\_\_\_ **Coaches Fee** (\$50.00 per coach)

\_\_\_\_\_ **Total Cost**

(Party date will not be reserved and confirmed until deposit of \$250 is paid. We accept cash or credit card payment. We can process payments over the phone during office hours.)

**REFUND POLICY:** \_\_\_\_\_ (Customer Initial)

50% refund for cancellations less than two weeks before the date of the party.

**PARENTAL PERMISSION:** \_\_\_\_\_ (Customer Initial)

Each child participating in the party must have a parent's signed permission on the parental permission form. Children without a signed permission form will not be allowed on the gym floor or equipment.

**EQUIPMENT USAGE:** \_\_\_\_\_ (Customer Initial)

No adults are allowed on the equipment, including the trampoline, at any time.

By signing below the customer understands, and agrees to abide by, the refund and parental permission policies, and acknowledges receipt of the parental permission forms and a copy of this from.

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

Print Name \_\_\_\_\_

### *FOR OFFICE USE ONLY*

DEPOSIT AMOUNT \$\_\_\_\_\_ PAID BY (circle one) cash / credit card /charge acct DATE \_\_\_\_\_

BALANCE DUE \$\_\_\_\_\_ PAID BY (circle one) cash / credit card /charge acct DATE \_\_\_\_\_

Birthday Party Reservation Confirmation Email sent on DATE \_\_\_\_\_

KGT Staff Signature \_\_\_\_\_