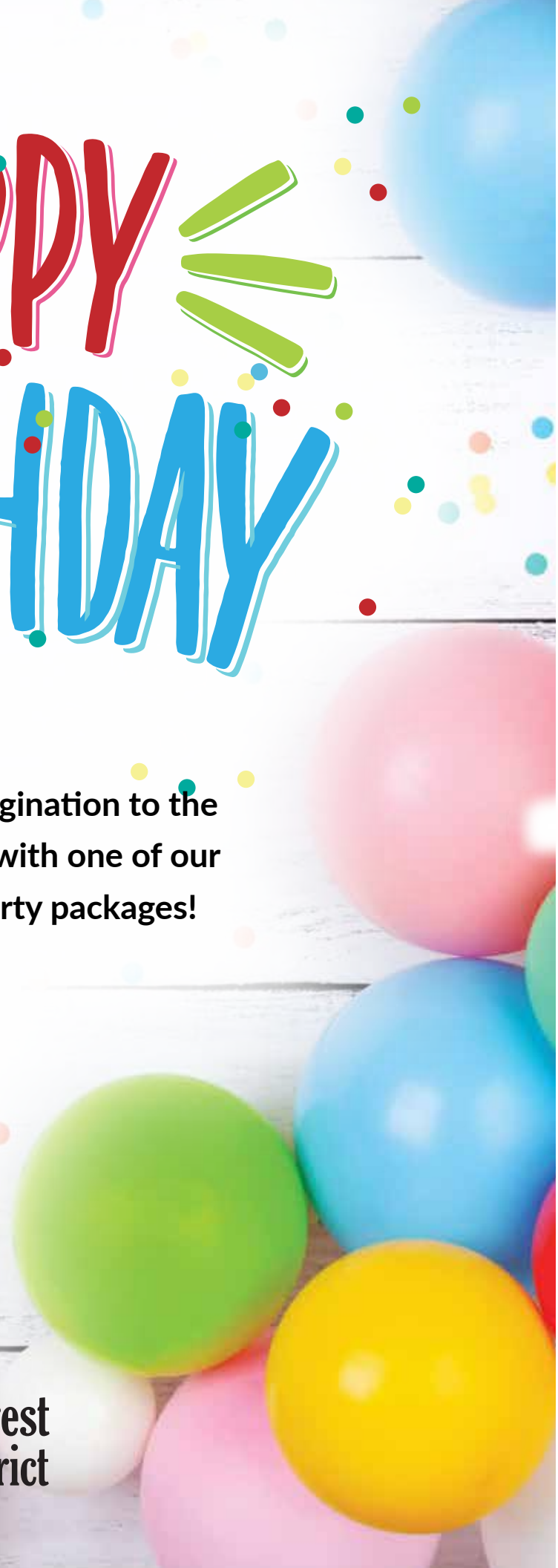


HAPPY BIRTHDAY

Push your child's imagination to the ultimate level of fun with one of our themed birthday party packages!



River Forest
Park District



(Parent drop-off parties)

Art Lab Party

Ages 4 & up | Max 20 Kids

Kidcreate Studio offers a unique way to celebrate your child's special day. They offer several art themed parties for kids 4 years and up! From clay to plaster, paint and oil pastels, we can create masterpieces for your little ones special day. All projects are mixed media and Kidcreate Studio can theme the project around your child's interests!

LEGO® Party

Ages 4 & up | Max 20 Kids

We're building a LEGO party and you're an important piece! Join the building crew for fun and games. Let's connect and party!

Minecraft Party

Ages 6 & up | Max 20 Kids

Grab your pickaxe and creep on over...it's a Minecraft birthday party. With Computer Explorers' private network you and your friends will work in multiplayer mode as you mine, craft and build together to survive!

Outdoor Sports Party

Ages 4 & up | Max 20 Kids | Offered May-October

Have All Star Sports Instruction run the chaos of an amazingly fun sports party! All the structure, fun, and equipment is provided. All you have to do is choose what sports you want to play!

All parties are held at:

The Depot, 401 Thatcher Avenue,
and are parent drop-off.



BIRTHDAY

PARTY THEMES





Birthday Party Packages



Basic Party Package - \$450

Includes:

- Birthday Party Leader to host
- 1-hour contractual entertainment
- 30-min activity time with host
- 30-min in party room for food/dessert
- Tablecloths & themed birthday decorations
- Paper goods for serving food

You Provide:

- Food/dessert/drinks
- Goodie Bags
- Minimum 1 and no more than 6 adult chaperones
- Max of 20 kids
- Drop-off party (kids only)

Ultimate Party Package - \$550

Includes:

- Birthday Party Leader to host
- 1-hour contractual entertainment
- 30-min activity time with host
- 30-min in party room for food/dessert
- Tablecloths & themed birthday decorations
- Paper goods for serving food
- Snacks & drinks
- Goodie Bags
- Cupcakes

You Provide:

- Minimum 1 and no more than 6 adult chaperones
- Max of 20 kids
- Drop-off party (kids only)

Parties must be booked at least 2 weeks in advance. Parties are limited by availability of facility space and staff. Please submit forms in person or email forms to Ellie at eolayo@rfparks.com.



Party Request Form

Today's Date: _____

Person Making Request: _____

Address: _____ City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

Party Packages *(choose one)*

Art Lab Party LEGO® Party Minecraft Party Outdoor Sports Party

Basic Party Package - \$450

Ultimate Party Package - \$550

Ultimate Party Cupcake Selection:

Cake: Yellow Chocolate **Buttercream Frosting:** White Chocolate

Food Allergies/Restrictions: _____

Date of Party

First Choice: Saturday Sunday Date of Party: _____ Time of Party (2 hour limit): _____

Second Choice: Saturday Sunday Date of Party: _____ Time of Party (2 hour limit): _____

Name of Birthday Child: _____ Turning: _____ years old

Number of Children: _____ Number of Adults: _____ *limit of 20 kids & 6 adults

TOTAL AMOUNT DUE: \$ _____

Print Name

Sign Name

Office Use Only: Check Cash CC

Payment Received Date: _____ Total: \$ _____ Check #: _____



Birthday Party Fees

Payment for parties can be made via credit card, cash or check made payable to River Forest Park District.

Payment for birthday party requests is due no later than 10 business days before your scheduled party. If payment is not received within 10 business days, the Park District reserves the right to cancel.

Full refunds of birthday parties will be given 10 or more days prior to the party due date. No refunds of paid rental fees will be given for full cancellations made less than 10 days prior to the party date

Room Rental Policies

Room Size & Capacities - A maximum of 20 kids and 6 adults are permitted per rental. Park District parties are DROP-OFF Parties and should be listed as so on your invitations. *The final guest count is required no later than 5 business days before the scheduled party.*

General Policies - *Rates and policies are subject to change.* The River Forest Park District reserves the right to reject any rental request it feels is not appropriate. In the event of non-compliance, the application may be revoked and/or immediate termination of event will occur.

All Renters and guests are expected to act in an orderly fashion and be respectful to birthday party hosts and contractors. Renter and guests must remain in the designated rental area.

Facility use is the time designated on the Party Request Form, plus 15 minutes before and 15 minutes after for set-up and clean-up.

The building shall not be used by any person(s) or corporations for private or business profit or gain. No admission fees or charges shall be collected for the building use on Park District property. The rented rooms must be left in the same condition as found. The Renter is financially responsible for any damage that occurs to the building, equipment, or grounds.



Use of the kitchenette is for warming and serving only. Use of the stove for cooking and use of Park District cookware and utensils is not permitted by the Renter.

The Renter agrees to provide a competent adult (21 years of age or older) to supervise the rental. If the rental is for a youth function, the Renter agrees to provide one (1) adult for every ten (10) youths under the age of 21.

No decorations may be taped, tacked, or attached in any manner to any wall, window, or light fixture in the rooms. Free standing decorations only (no glitter or confetti).

No smoking is permitted in the building or within 15 feet of the building entrances. No alcohol is permitted on the property. All Renters and guests are required to follow River Forest Park District's Footwear Policy.

All Renters must follow PARK ORDINANCE 111201

Rental Waiver - I have read the rental policies and understand that my signature is required

Renter Signature (over 18 years old) / Date

PICK YOUR PARTY - WE WILL DO THE REST!

