

# Birthday Parties

## Reservation Form



Parties include a party guide, pizza, beverages, and an online invite. Please bring your own cake, candles, serving utensils, and cake plates. Parties are intended for children and are reserved during the general public operational hours. The entire Birthday Party Package Fee must be paid at the time of booking. Rates are \$165R | \$195NR, includes 12 children and is \$8 for each additional child. There are no refunds for no shows.

Please fill out all of the information below along with reading and signing the Party Policies Form. Please submit this form to the Deer Grove Leisure Center, or e-mail to TLinder@BvilleParks.org. Call (630) 238-4931 for more information.

### Nerf-day Birthday (April-October)

Make your child the birthday Champion with a Nerf Birthday Party. We'll provide the Nerf Blasters, darts, and barriers.

### Nature Birthday (April-October)

Have a wild time at Fischer Farm! The birthday boy or girl will have their own personal party guide to lead games, activities, and fun designed specifically for them.

### Sports Party (Year Round)

Give your aspiring athlete a birthday to remember! We'll play all your child's favorite sports, like basketball, kickball, flag football, or even dodgeball and scooter races in the DGLC Gym!

### Good Ol' Fashioned Birthday Party (Year Round)

This traditional style party features all the best old fashioned games, like pin the tail on the donkey, freeze tag, hot potato, Bozo buckets, musical chairs, and penny carnival games at the DGLC!

Parent Name: \_\_\_\_\_

Day/Date/Time Requested (parties are 2hrs): \_\_\_\_\_

Birthday Child's Name: \_\_\_\_\_ Age: \_\_\_\_\_ Male | Female

Address: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

City/Zip: \_\_\_\_\_ Home Phone: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Birthday Theme:  Nerf-Day Birthday  Nature Birthday  Sports Birthday  Ol' Fashioned Birthday

Approximate # Kids: \_\_\_\_\_ # Adults \_\_\_\_\_ Age Range of Guests: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Total Fees \_\_\_\_\_ Final Payment \_\_\_\_\_

Check # \_\_\_\_\_  Cash  Credit Card  MC  VISA  DISC

CC# \_\_\_\_\_ Exp. Date \_\_\_\_\_ CVV \_\_\_\_\_

Signature \_\_\_\_\_

**FOR STAFF USE ONLY** \_\_\_\_\_

Processed by \_\_\_\_\_ Total Amt. Due \_\_\_\_\_ Amt. Received \_\_\_\_\_ Date \_\_\_\_\_

## **BENSENVILLE PARK DISTRICT STATEMENT OF POLICY FOR USE OF PARKS**

Please be aware the signee of the application is waiving and releasing all claims for injury for themselves and to the others of his/her group that might arise out of the rental. The Bensenville Park District shall assume no responsibility for any accident, theft or loss of property. The renter shall hold the Bensenville Park District Board and Staff members harmless for any costs or liability resulting from activities or programs of the renter;  
The Board will not delegate to any group its duty of administering the parks;  
Permission to use the parks by groups for a non-sponsored park function must be upon application and issuance of a permit;  
Any permit issued may contain conditions that will protect park property and assure orderly and proper use of the parks;  
The granting of a permit is not to be construed as an endorsement by the Board of the subject matters discussed, the opinions expressed, nor the organization sponsoring the function;  
Any permit may be revoked for misrepresentation in the application or violations of the terms and conditions of the permit, the ordinances, rules, and regulations of the Park District and the laws of the State of Illinois.

## **BENSENVILLE PARK DISTRICT FACILITY USE REGULATIONS**

1. All functions conducted in the Bensenville Park District facilities must be in accordance with District regulations and therefore not be in violation of any District regulations or ordinances.
2. This application form shall be referred to and used as a PERMIT upon the approval of an authorized Park District official. This permit must be carried at all times during the activity by the "person in charge" of the activity. This permit must be shown to any authorized Park District official upon request. In the case of two or more conflicting activities either by time or place of the activities, the permit dated first shall entitle the bearer the privileged use of the facility in question. (Village of Bensenville Police officers are considered authorized Park District agents.)
3. The signer of the rental agreement/application shall be completely responsible for the behavior of all participants and for their prompt departure at the end of the facility use. He/she shall be charged for any damages said participants should incur which are over the security deposit amount.
4. The facility is to be in order and vacated at the specified time noted on the permit. Any damages or excessive clean-up will result in forfeiture of the security deposit.
5. Alcoholic beverages are prohibited.
6. "No Smoking" signs when and where posted must be adhered to at all times.
7. All accidents, breakage or loss must be reported to the Bensenville Park District office immediately during regular office hours (Monday thru Friday 9:00am to 6:00pm) by calling (630) 766-7015. During times when the Park District office is closed all accidents, breakage or loss must be reported to the DuPage County Sheriff's office (630) 682-7256.
8. All Park District property and furnishings on Park District property shall not be removed from the facility.
9. All personal property of those using the facility must be removed from the facility upon termination of use.
10. Supplies may not be delivered in advance of the date and time noted on the permit unless specific permission has been granted in writing.
11. Automobiles shall be parked in designated areas. Driveways and entrances must be left clear at all times. A fifteen (15) mile per hour speed limit must be observed at all times.
12. Permits shall not be granted for political or religious meetings holding six or more meetings in any eight week period except by approval of the Executive Director/Manager of Park Operations.
13. The posting of advertisements of any product or service for sale is not permitted.
14. The Bensenville Park District must be notified of any cancellation at least 48 hours in advance or deposit forfeiture will result.
15. THE BENSENVILLE PARK DISTRICT IS NOT RESPONSIBLE FOR LOSS OR DAMAGE OF PERSONAL PROPERTY BELONGING TO THOSE USING PARK FACILITIES.
16. If excessive clean-up is required to be done by the Park District, the person whose name appears as the "person in charge" shall be held responsible and charged for any excessive materials and labor needed to clean up.
17. No homemade food will be permitted.
18. Deposits are due and payable in advance upon submission of application.
19. Use of a Building after 11:00p.m shall result in a deposit forfeiture and possible disapproval of future application requests.
20. The rental group shall hold the Bensenville Park District, Board, and staff harmless for any liability resulting from the group's activities and programs.
21. Reservations for monthly meetings of organizations may be made seasonally by submitting your request after the following dates: FALL September 1; WINTER December 1; SPRING March 1; SUMMER June 1.
22. The use of loudspeakers and public address instruments is prohibited without special permission.
23. The Park District reserves the right to assess additional fees for special requests, size considerations, and unusual activities at the discretion of the Park District staff.
24. The Park District reserves the right to cancel or move a renter to another facility/site/room at any time for any reason.
25. Rental Groups will be required to submit a Certificate of Insurance naming the Bensenville Park District as the additional insured for not less than \$1,000,000.00 per occurrence.

Signature \_\_\_\_\_