



Birthday Party Reservation Form

Party Date: _____

Party Time: _____

Contact Name: _____ Phone: (____) _____

Relationship to Birthday Child: _____

Address: _____ City: _____ State: _____

Email: _____

Birthday Child's Name: _____ Age: _____

Choose a Party Location

Rakow Center

Randall Oaks Recreation Center

Choose a Party Theme

All activities are held during the first hour of the party.

Crafty Creations • \$200

Lü Game Systems • \$225

Open Gym • \$175

Dance • \$175

Music Madness • \$175

Paint Party • \$200

Games Extreme • \$175

Nerf™ • \$175

Sport Zone • \$175

Number of large (Adult) Tables: _____

Number of chairs (Adult): _____

Number of Children Attending _____

Number of small (Child) Tables: _____

Number of chairs (Child): _____

A maximum of 14 children are included in the party fee. A \$12 fee for each additional child will be charged for craft and paint parties. A \$7 fee for each additional child will be charged for each additional child for all other parties.

Party Fee:

Additional Child Fees:

Total Fee:

RULES & REGULATIONS: A party host will be responsible for entertainment for one hour of the rental time and you are responsible for the remainder of the time. A \$50.00 deposit is due at the time of reservation for all birthday parties. If the room is left in the same condition as when you arrived and all rules were followed, the deposit will be refunded and will be given to you within 30 days of the completion of the birthday party. FAILURE TO CLEAN UP WILL RESULT IN A FORFEIT OF THE SECURITY DEPOSIT. The party payment is due in full, one week prior to the rental date. In the event of party cancellation, refunds will only be issued if a refund form is completed and turned in to the appropriate Recreation Center two weeks prior to the day of the party. The recommended ratio of children to adult chaperones is ten to one. This ratio may vary based on the age of the children and the nature of the party. The individual signing the reservation form must be 21 years of age, be present during the rental period and assume responsibility for all actions of the group and usage of the facility and equipment including the chaperoning of minors. Smoking is prohibited in all Dundee Township Park District facilities. Alcoholic beverages are not permitted.

I, the undersigned, am aware and will abide by the guidelines listed on this form.

Signature

Date

Return form to the Dundee Township Park District

Rakow Center
665 Barrington Ave.
Carpentersville, IL 60110
FAX: (847) 262-3609

Randall Oaks Recreation Center
500 N. Randall Rd.
West Dundee, IL 60118
FAX: (847) 428-4880



www.dtpd.org