

Olympia Gymnastics Party Rules & Policies

Thank you for choosing Olympia Gymnastic Training Centers for your child's birthday party. The following rules and policies have been established for the safety of your child and all participants. Your full understanding of the rules and policies is appreciated. Please share this information with your guests and assist in compliance of the policies.

1. A non-refundable deposit of \$25.00 is required to reserve your party date and time. If your child becomes ill or inclement weather occurs on the day of the party, we will be happy to postpone the party until the first available date and time.
2. You are welcome to invite as many children as you like, however if you exceed more than 15 you will need to contact your birthday coordinator/office at least 10 days prior to your scheduled party so that we can staff your party adequately. The package price includes a specific number of children, if the number of guests exceeds that number an additional charge per child will be added to your final balance.
3. A final guest count will be taken 2-3 days prior to the scheduled party. The balance due is based on the FINAL number of children participating, unless that number is exceeded. Refunds will not be made for children who do not attend.
4. Please make sure that each child invited to participate is provided with a birthday party release form. This form must be signed by the guest's parents/guardian and turned in the day of the party in order for them to participate. Release forms will be provided with your party packet, you may also find them on our website at www.olympiagymnastics.org/birthdayparties.html.
5. All party guests are expected to stay in the observation areas until Olympia staff is ready to begin the party. All parties must start and end promptly, as there may be another party scheduled. There will be **NO** playing on the equipment prior to or after the gymnastics portion of the party. If the party runs over your allotted time, there may be an additional charge.
6. Appropriate attire is required: leotard or loose fitting shorts and a t-shirt (that can be tucked in). No zippers, belt buckles or buttons. No necklaces, bracelets or dangling earrings are permitted. No GUM or Candy will be allowed in the gym.
7. We ask that only the children participating in the birthday party and the birthday child's parents are allowed in the gym during structured activity/gym time. All other parents and siblings are asked to remain in the observation areas during this time. Parents will be given a chance to take pictures during the last 5 minutes of gym time. **Parents are NOT allowed on equipment or apparatus – NO EXCEPTIONS!**
 - **Special Note:** Parents of young 3 year olds or under and/or children with special needs may be asked to assist their child with following rules and staying with the group for safety purposes.
8. You will be responsible for all party items (refreshments, paper products and anything else you would like to bring. Don't forget your candles and serving utensils etc). Please no confetti!
9. We try our best to coordinate your party during times when other activities are not going on in the gym; however we can not guarantee the exclusivity of your party and we will make provisions to ensure your party is not interrupted by other activities in the gym. We will do our best to notify you of such activities in advance.
10. You will be allowed up to 20 minutes of pre-party set up. Your party must begin and end on time as there may be other parties or activities schedule prior to or after you scheduled event.
11. No smoking or alcoholic beverages allowed on the premises.

I have read the above rules and policies, and sign this agreement voluntarily

I understand the length of the party and the number of children attending the party based on the confirmed number taken 2-3 days prior to party date, determines the total cost of the birthday party. I agree to pay the balance in full on the day of the party. I further understand that if fewer children attend the birthday party than originally stated, the initial price is still payable in full. _____ (initial)

Parent/Guardian's Signature _____ Date _____

Customer's Name _____ Date of Party _____ Time of Party _____ Picked up packet _____

Deposit Date Paid _____ Amount Paid \$ _____ Method of payment: Check Cash Credit Card _____

Staff Initials _____ Party Balance Paid \$ _____ Method of payment: Check Cash Credit Card _____