



BIRTHDAY PARTY INFO SHEET:

Date of Party: _____ **Time:** 3:00pm- _____ **pm**

Coach 1: _____ **(OFFICE USE ONLY)**

Coach 2: _____ **(OFFICE USE ONLY)**

HOW DID YOU HEAR ABOUT US: _____

Circle one type of party:

GYMNASTICS PARTY

NINJA ZONE PARTY

PRESCHOOL PARTY*

AGES 6 AND UP

AGES 3* AND UP

AGES 3-5

Contact Name: _____

Phone: _____

Email: _____

Birthday Child: _____

Child's date of birth and age: _____

Number of party guests expected: _____

*** Parents must remain on the premises and if necessary join their child in the day's activities.**

Birthday party rules and checklist:

Please choose one below:

Check Here:

_____ **Basic Party (1hr 30min)**

Gym Fee: \$150 (for up to 10 kids)

\$5 each additional child

***Coach's Fee - \$25 cash per coach**

(10 kids – 1 coach)

_____ **Extended Party (2hr) Gym Fee \$200 (for up to 10 kids)**

\$10 each additional child

***Coach's Fee - \$40 cash per coach**

The coach will go over a few rules to ensure each child's safety. If a party guest is behaving in such a way that he/she is not listening to instructions or endangering themselves or others, he/she will receive a verbal warning. If the behavior continues they will be asked to leave the floor. There will be no refund for being removed from play.

Initial Here _____

Check:

Will use OUR paper products: _____

Will bring YOUR OWN paper products: _____

Will use OUR lemonade: _____

Will bring YOUR OWN drinks: _____

I understand The Birthday Party consists of 1 hr of Activity, 30 mins in the Party Area. The Extended Party is 1 hr 30 of Activity 30 mins in the Party Area

_____ Birthday Party Initial Here _____ Extended Party Initial Here

I certify that I have read the Birthday Party Explanation and have had all my questions answered. I understand and agree to pay the amounts associated with my party including additional child fees AND Overtime Fees that are added to my Gym South account at the conclusion of my reservation.

Your Name: _____.

Date of Party: _____.

Signature: _____.

Date: _____.

For Office Use Only

Follow Up Call Completed: _____

Total Party Cost: _____

Deposit Paid: _____ Date: _____

Balance Paid: _____ Date: _____

Coaches Fees: _____ Date: _____

Actual Attendance: _____ Updated Charge: _____

Account Charged: _____ Date: _____

Email Sent: _____

Birthday Party Explanation

Thank you for choosing Gym South for your child's birthday party! We have a great time planned for your child's special day!

By signing this agreement you understand and are aware of the following:

- **No later than 5 days before your party, you must contact us to confirm the final number of kids attending your party. This allows us to contact more coaches if needed. Once a coach is booked the corresponding coaches fee must be paid even if participants do not show up. Any additional guests that were not previously requested will not be able to participate if it puts your party above the ratio of 10 kids to 1 coach.**
- **The party time is from 3:00pm until 4:30pm (3:00-5:00pm Extended). Remaining in the Gym for any time after 4:45PM (5:15 Extended), You will be charged \$1.00/1 min Overtime. (\$2.00/1 min for Extended Party).**
- **Anyone who wants to take pictures, video, or if any parent wants to get on the floor with their child must also sign a waiver. *MAY BE REQUIRED FOR CERTAIN PARTY TYPES**
- **Gym South and its employees are not responsible for children that are not picked up from the party on time. Please make every effort to notify all parents who are aware of the time of your child's party to ensure all participants are picked up on time.**
- **Every party participant must have a waiver signed by their parent or legal guardian.**

I further understand that I may not bring a sick child to Gym South Gymnastics with a fever over 100.4. I also understand that I may not bring my child to the facility if they have come in contact with anyone who has tested positive for COVID-19 until a 5 day period has passed. I understand Gym South Gymnastics will be taking every precaution to clean, disinfect, maintain 6' distance and observe procedures listed on the CDC's Guidelines as possible. I understand the coaches and everyone at the gym will make every effort to maintain social distancing, there will be times when incidental contact and less than prescribed physical distancing will occur. I am aware and agree that spotting is an essential part of training my birthday guests in order to keep them safe and to prevent injury. I will allow my child to be spotted where spotting is necessary. I further understand that I am voluntarily allowing my child to participate in programs and activities offered by Gym South Gymnastics, knowing that it is impossible to keep him/her, myself or anyone else who enters the gym completely safe from exposure to the COVID-19 virus. I accept that risk.

**FOR ANY QUESTIONS, COMMENTS, OR CONCERNS CONTACT YOUR BIRTHDAY PARTY COORDINATOR AT:
TAYLOR@GYMSOUTH.COM**

Party Planning Checklist

Date of Party: _____

Expected Attendance: _____

Call the Gym to Confirm: _____

On Party Day

Set Up Arrive At: 2:00

Guests Arrive At: 2:30

Things to Bring on Party Day:

_____ **Food**

_____ **Cake**

_____ **Decorations**

_____ **Birthday Kid**

_____ **Cash for Coaches Fee (Based on guest list, See next page)**

_____ **Favors (we provide these too but the more the merrier)**

EVERYTHING ELSE WE'VE GOT IT HERE FOR YOUR CONVENIENCE!

Party Invite List

CIRCLE ONE

Name: _____	Phone # _____	RSVP	YES_NO
Name: _____	Phone # _____	RSVP	YES_NO
Name: _____	Phone # _____	RSVP	YES_NO
Name: _____	Phone # _____	RSVP	YES_NO
Name: _____	Phone # _____	RSVP	YES_NO
Name: _____	Phone # _____	RSVP	YES_NO
Name: _____	Phone # _____	RSVP	YES_NO
Name: _____	Phone # _____	RSVP	YES_NO
Name: _____	Phone # _____	RSVP	YES_NO
Name: _____	Phone # _____	RSVP	YES_NO

ADDITIONAL FEE REQUIRED

Name: _____	Phone # _____	RSVP	YES_NO
Name: _____	Phone # _____	RSVP	YES_NO
Name: _____	Phone # _____	RSVP	YES_NO
Name: _____	Phone # _____	RSVP	YES_NO
Name: _____	Phone # _____	RSVP	YES_NO
Name: _____	Phone # _____	RSVP	YES_NO
Name: _____	Phone # _____	RSVP	YES_NO
Name: _____	Phone # _____	RSVP	YES_NO
Name: _____	Phone # _____	RSVP	YES_NO
Name: _____	Phone # _____	RSVP	YES_NO

NOTES TO REMEMBER:

