

PRISCO COMMUNITY CENTER

Nerf Party Request Form

Contact Information

Contact's Name _____

Contact's Address _____

City _____ State _____ Zip _____

Contact Phone Number _____ Cell Phone Number _____

Email _____

Emergency Contact Name _____ Phone Number _____

Event Information

Birthday Child's Name & Age _____ Number of Attendees _____

Event Details

Nerf Birthday Party	Price	Date & Time
90-minute room reservation for up to 10 children. One hour of that time includes a nerf party with obstacles. Nerf guns and darts will be provided. Additional participants may be added for \$12 each. Max capacity is 18 children.	<input type="checkbox"/> Resident: \$120	Requested Date: _____
	<input type="checkbox"/> Non-Resident: \$150	<input type="checkbox"/> Saturday, 1-2:30 p.m. <input type="checkbox"/> Sunday, 1-2:30 p.m.

Secure Your Reservation

To secure your reservation, you must return this completed Reservation Request Form to the Prisco Community Center front desk, and make a \$50 deposit. This deposit will be applied to the cost of your party. Full payment is due no later than 14 days before your event. You can pay with cash, check or credit card at the facility, or you can pay by phone using your credit card by calling Prisco Community Center at 630-859-8606.

Cancellations must be made at least 14 days prior to the event in order to receive the deposit refund, less a \$5 service charge. Any cancellation or reschedule made within 14 days of the event will result in a loss of deposit.

FOR OFFICE USE ONLY

- Reservation has been booked in RecTrac
 \$50 deposit received

STAFF INITIALS _____

DATE _____

Prisco Community Center
150 W. Illinois Avenue, Aurora 605046
Phone 630-859-8606 • wherefunbegins.org

Nerf Party FAQ's and Guidelines

Is the cost of the party in addition to the \$50 deposit?

No, the \$50 deposit is applied to the cost of the party. This \$50 deposit is due at the time you book your reservation, and the remaining balance is due no later than 14 days before your event.

Where are Nerf Parties located and what is included?

Nerf Parties will take place at Prisco Community Center in our gymnasium. The party room will include tables covered in disposable table cloths, chairs to accommodate 10 children, Nerf guns and Nerf darts.

When can we begin set-up for our Nerf Party?

Set-up for Nerf Parties can begin 10 minutes prior to the start time, and we ask that all guests and items be removed from the party room no more than 10 minutes after the party.

What kinds of activities can we expect during the party?

One hour in the gymnasium will include different Nerf-themed games led by staff, including obstacles.

Do we need exactly 10 children to book the party?

No, up to 10 children are included in the party cost. Additional guests can be added for \$12 each. Please notify Fox Valley Park District one week before the event to confirm your final guest count.

Where do I go when I arrive at Prisco Community Center?

When you arrive for your Nerf Party, simply check in at the front desk, and our staff will show you to your party room. A birthday party attendant will also be there to help assist you with unloading any items you have brought for the party.

Can we bring food, drink, cake, etc?

Yes! You have the room for 30 minutes which leaves time for food, cake, refreshments, etc. We encourage you to bring food items for your guests to enjoy!

I acknowledge that I have fully read and understand the Nerf Party Request Form, as well as the FAQs and Guidelines sections. My signature confirms receipt and agreed compliance of these policies and guidelines.

Main Contact Signature

Date