

Nerf Party Request Form

Contact Information

Contact's Name _____ Today's Date _____

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
Party includes a 90-minute room reservation for up to 10 children. The first 45 minutes includes a nerf party. Nerf guns, darts, and safety glasses will be provided. The last 45 minutes is for your enjoyment in the party room. Your party room will be set up with tables and chairs for the number of children attending your party.	<p>Resident:</p> <input type="checkbox"/> \$150 (up to 10 children) <input type="checkbox"/> \$10 each additional child* <p>Non-Resident:</p> <input type="checkbox"/> \$175 (up to 10 children) <input type="checkbox"/> \$13 each additional child* <p><i>*Maximum of 18 children</i></p>	<p>Requested Date: _____</p> <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 \$100 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
- \$100 deposit received

STAFF INITIALS _____

DATE _____

Prisco Community Center

150 W. Illinois Avenue, Aurora 605046

Phone 630-859-8606 • wherefunbegins.org • PriscoReservations@fvpcd.net

Nerf Party FAQ's and Guidelines

Is the cost of the party in addition to the \$100 deposit?

No, the \$100 deposit is applied to the cost of the party. This \$100 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 the Prisco Community Center in the gymnasium balcony and a small party room. Nerf guns, safety glasses, and nerf darts are included. The party room will be set up with tables and chairs to accommodate the number of children attending.

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?

The first 45-minutes of the party will include various nerf themed games led by staff in the gym balcony.

Do we need exactly 10 children to book the party?

No, you can have any number of children up to 18 for the party. However, we charge for a minimum of 10 children. Any balance due is calculated based on the final number of children planning on attending and is due the day before the party.

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 starting at 1 p.m. with the last 45 minutes of the party to enjoy food, cake, refreshments, etc. We encourage you to bring food items for your guests to enjoy! You will need to provide your own tableware, party supplies, and/or decorations.

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