

# PARTY ROOM HIRE ENQUIRY FORM

Please note, requested dates are not guaranteed on completion of this form. Our Office will be in touch regarding availability.

## Birthday Child Name:

\_\_\_\_\_

First

\_\_\_\_\_

Surname

## Age they will be turning:

\_\_\_\_\_

## Approximate number of guests (MIN 10/MAX 20):

\_\_\_\_\_

## Desired Hire Date - Preference 1:

\_\_\_\_\_

## Desired Hire Date - Preference 2:

\_\_\_\_\_

## Desired Hire Date - Preference 3:

\_\_\_\_\_

## Preferred Party Day/Time:

Saturday 11:30am – 1:30pm

Sunday 11:30am – 1:30pm

Saturday 2:30pm – 4:30pm

Sunday 2:30pm – 4:30pm

Other Time (Weekday Dates Only)

\_\_\_\_\_

## Parent/Guardian Name:

\_\_\_\_\_

First

\_\_\_\_\_

Surname

## Mobile:

\_\_\_\_\_

## Email:

\_\_\_\_\_

How would you like us to get in touch:  Mobile  Email  Both



**WAVES**  
FITNESS AND AQUATIC CENTRE

# WAVES PARTY ROOM HIRE TERMS AND CONDITIONS

- Room Hire fee is required to be paid to secure your booking.
- Party Room Bookings apply for a minimum of 2 hours, payable 30 days prior to booking date.
- Cancellation must be made at least 7 days prior to your booking
- Confirmation of party numbers & guest list must be emailed 5 days prior to the booking date.
- Minimum of 10 guests required to book the party room, maximum of 20 guests (inclusive of children and adults)
- Use of the Centre facilities is not included with the party room hire - pool entry for children, pool and/or spectator entry for adults apply. You will be required to pay for all guest on the day of your booking.
- **NO Commercial food permitted** with the exception of a birthday cake. There is a small fridge in the room for your cake.
- Table decorations are permitted.
  - Permitted: Balloons, themed table cloths and center piece type decorations.
  - Not permitted: Glitter, paper streamers or confetti type decorations
- The parents of the birthday child (hirer) maintain responsibility for all children, adults and guests attending the party.
  - Non Swimmers and Children 0-5 are to be in arms reach of parent or guardian at all times (parents/guardians **MUST** be in the water with the child(ren) at all times)
  - 6 - 9 years require constant active supervision
  - 10 -14 years require to be checked on regularly
- It is recommended that you ask the parents of each child attend and supervise their own children.
- Café catering must be organised directly through the cafe by directly emailing wavescafe44@gmail.com
  - You will be required to arrange your catering so there is at least at least 45 minutes of your hire period remaining to allow time for you to eat and be prepared to vacate the room at the end of your hire period
- Under no circumstances can your hire time be extended past your booking time.

**I have read and understood the terms and conditions and cancellation policy**

**Name:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Signature** \_\_\_\_\_

