



## PSP Recreation Birthday Party Agreement

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

Party Date and Time: \_\_\_\_\_

The PSP Recreation Birthday Party Agreement is required to be initialed by the party host at least seven (7) days prior to their event. PSP Recreation reserves the right to refuse service and stop the party should the following not be adhered to. If the following is not completed a cleaning fee may be applied to your invoice and any future bookings with PSP could be put in jeopardy. Please note: should your party have to be canceled or ended early due to noncompliance no refund will be given.

By initialing (typed or signed) below you acknowledge that you understand and agree to the following:

	Initial
Hosts will assist PSP Recreation staff in having all parents/guardians read and sign off that they understand the Release of Liability, Waiver of Claims and Indemnity agreement at the beginning of party/event	
Hosts will have no more than <b>20 kids</b> present and no more than <b>40 people</b> total unless arrangements and extra fees have been paid	
Hosts will accept direction from PSP Recreation staff in charge of the premises and treat employees with respect	
No tape (other than painters tape) will be used to hang decorations and hosts will take all decorations and tape down at the end of the party	
Participants will have up to 90mins in the gym/activity space and the remaining time in the party room (inclusive of clean up/take down, so please plan accordingly)	
<b>Hosts and guests will vacate the space promptly at the end of the booking time</b>	
Hosts will ensure all garbage and recycling is cleaned up and placed in appropriate bins	
All tables, chairs, and counters will be wiped down after use	
Hosts will remove any extra food/drinks from fridge and freezer	
All food/drink will remain in the party room and will not enter the gym	
Hosts and guests will enter and exit the facility through the front doors only	