

Birthday Party Rental Agreement

Employee Booking Party: _____ Date Party Booked: _____

Date Party is confirmed with a phone call (7 days prior to party): _____

CONTACT INFORMATION

Name: _____ Phone: _____

Address: _____ Email: _____

PARTY INFORMATION

Name of Guest of Honor: _____ Party Date: _____

Age: _____ Skate Time: _____

Guest (max is 25): _____ Party Room Time: _____

Rules & Guidelines:

1. You may arrive 15 minutes before your start time to set up, no earlier.
2. Masks must be worn at all times, including while skating, except when seated at a table.
3. Everyone who enters into the building must sign in.
4. There is a strict maximum of 25 guests including the guest(s) of honor, adults, and children.

I, _____ acknowledge that birthday parties at the Northwest Arena cannot include more than 25 guests, including the guest(s) of honor, adults, and children, regardless of whether or not they are participating in ice-related activities. Failure to comply with this guideline will result in the immediate termination of this party without reimbursement. Additionally, failure by anyone in the party to abide by mask-wearing requirements will also result in the immediate end to the party. By signing my name below I have agreed to these terms and pledge to ensure the party I am booking stays within the guest limit and that all participants follow all guidelines, protocols, and mask requirements established by the Northwest Arena and New York State.

Signature: _____ Date: _____

PARTY PACKAGES **Private Skate Party Package** \$265.00 = \$ _____*Includes 1 hour of Private Ice and Skate Rentals with up to 25 guests and 1 Hour in the Birthday Room* **Birthday Party Room** Qty (per hour): ____ @ \$45.00 = \$ _____*This cozy but spacious room is perfect location to host your next party of up to 25 guests.* **Private Skate Party Package with Bumper Cars**..... \$355.00 = \$ _____*Includes 1 hour in the Birthday Room and 1 hour of Private Ice with twelve (12) Ice Bumper Cars and skating available to up to 25 guests. (Skating is not required.)*

Private Skate Rental – Weekends \$225.00 = \$ _____

Includes 1 hour of Private Ice and Skate Rentals for up to 25 guests. (Does not include Birthday Room access.)

Private Skate Rental with Bumper Cars \$315.00 = \$ _____

Includes 1 hour of Private Ice with twelve (12) Ice Bumper Cars and skating available to up to 25 guests. The ice is divided to accommodate both activities. Skate rentals are included. (Does not include Birthday Room access.)

Private Bumper Car Rentals \$300.00 = \$ _____

Includes 1 hour of Private Ice with twelve (12) Ice Bumper Cars for up to 25 guests. (Does not include Birthday Room access or ice skating.)

ROOM SETUP

Theme Colors: _____ Streamers Tablecloths (Add \$2 per cloth): \$ _____

FOOD AND BEVERAGES

Parties are welcome to bring in outside food and non-alcoholic beverages. Please supply your own paper products and utensils.

BILLING INFORMATION

A 3.99% non-cash adjustment will be automatically added to credit and debit transactions. This brings the total cost of a \$265.00 party to \$275.57. If you would like to make a cash or check payment in person, we are available during the weekday by appointment or during the following public hours:

Monday – Thursday: 5 PM to 9 PM
 Friday: 4 PM to 6 PM
 Saturday & Sunday: 10 AM to 1 PM

Name on Card: _____

Cancellation notice required 48 hours prior to event for refund

Minimum of \$75 deposit is due at booking

A Deposit is Due by _____ to retain your rental.

Deposit = \$ _____

Rental(s) = \$ _____

Total = \$ _____

Additional Information: