**Booking Conditions**

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| 1. No booking will be accepted without a completed booking form and $50.00 deposit for minimum of 10 children.    2. Cancellation giving more than 1 weeks’ notice entitles you to a full refund of the deposit along with a full refund of any additional monies paid.  Cancellation within 7 days of the party forfeits the $50 deposit.  Cancellation of 48 hours’ notice forfeits entire payment.  3. Full payment must be made by the Wednesday before the party date, or else risk the party being cancelled and any payments made being forfeited.  4. EFTPOS is available. Credit Card transactions attract a % surcharge depending on the type of card. We do not accept AMEX or Diners.  5. Cheques for the deposit must be paid 2 weeks in advance to allow for clearance. The balance (if paying by cheque) must be paid 1 week in advance of the party. Cheques include a $2 surcharge.  6. Bank Deposits are also accepted please allow 2 days for processing.  Our Bank Details are as follows:  Bank Deposit – No surcharge  NAB – Chester Hill  BSB: 082 – 141  Account No. : 198 148 114  7. Final numbers must be confirmed by the Wednesday before the party date. No refunds will be made if that number of guests do not attend and are not substituted, as staff are booked based on these final numbers. Please ensure supply the party guest list of first names at this time.    8. Substitutions may be made at any time leading up to the party, provided the correct information is updated on the guest list, child/ren are within the age guidelines, and does not exceed the maximum number of 20.  9. Additional party guests can be added at any time leading up to the party, however the correct information must be added to the party guest list, provided that the child/ren are within the age guidelines and do not exceed the maximum number of 20.  10. Payment for additional children can be made on the day of the party via cash or EFTPOS.  11. The age of children attending our parties must be 5 years of age and over. Please ask about conditions regarding children who are under 5 years.    12. The minimum number of children per party is 10 the maximum number is 20. The birthday person is included in these numbers. Siblings who wish to participate must be paid for and meet age requirements.  13. A final guest list of each participating child, First name & Last name, must be supplied on the party day for insurance purposes. Please use the Party Guest List form provided. We will also need to collect the waiver from each parent with their date of birth.  14. Waiver - please ensure that each parent has signed a waiver for each child or else the child will not be permitted to participate in the lesson. So it is best to distribute these with the invitation and ask them to return to you or bring on the day.  15. The price is based on a drop-off / pick-up party, if parents of the guests attending the party are to remain on-site – an additional room hire will be charged. This needs to be negotiated upon booking. |

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| Picture 3 **Party Booking Form** | | |
| A $50 deposit is required in order to secure your party booking.  EFTPOS is available. Credit Card transactions attract a % surcharge depending on the type of card. We do not accept AMEX or Diners.  Cheques for the deposit and balance must be paid 2 weeks in advance.  Bank Deposits are also accepted however must be paid to the account 3 days prior to the party. | | |
| **Date of Party** |  | |
| **Time of Party** | **4.00pm – 6.00pm** | |
| **Name of Child** |  | |
| **Age Child is turning** |  | |
| **Male / Female** |  | |
| **Parent / Guardians name** |  | |
| **Contact Phone numbers**  (please give us as many contact numbers as possible) |  |  |
|  |  |
| **Contact email address** |  | |
| **No. children attending (**including birthday child) |  | |
| **Is there a Party Theme / Colour etc?** |  | |
| **Method of Payment**  **Deposit and Balance**  (How will you be paying?) |  | |
| **By confirming and attending a party at Altitude Gym Sports Centre, you agree to our Terms, Conditions and Waiver. The AGS Party Waiver can be found elsewhere in this document application. Please note that NO application will be processed unless the waiver is electronically signed.** | | |

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| Picture 4 **Party Guest List** | | | |
| Party List for \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  (Name of Birthday Person) | | | |
|  | First Name | Last Name | Date Of Birth |
| 1 |  |  |  |
| 2 |  |  |  |
| 3 |  |  |  |
| 4 |  |  |  |
| 5 |  |  |  |
| 6 |  |  |  |
| 7 |  |  |  |
| 8 |  |  |  |
| 9 |  |  |  |
| 10 |  |  |  |
| 11 |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Picture 4 **Party Guest List - Continued** | | | |
|  | First Name | Last Name | Date Of Birth |
| 12 |  |  |  |
| 13 |  |  |  |
| 14 |  |  |  |
| 15 |  |  |  |
| 16 |  |  |  |
| 17 |  |  |  |
| 18 |  |  |  |
| 19 |  |  |  |
| 20 |  |  |  |