



BIRTHDAY PARTY PACKAGES

Permit # _____

Adult's Name: _____ # Of Children Attending: _____
 Birthday Child's Name: _____ Age: _____
 Address: _____
 City/State/Zip: _____
 Phone: _____ Email: _____
 Date of Party: _____ 2 Hour Preferred Time Frame: _____

Choose from any theme below for your Birthday Bash at the BPD!
 Please place a check mark by the party of your choice:

- Superhero Party**
- Princess Party**
- Sports Star**
- Gymnastics Party**
- Games Galore Party**
- Movie Mania Party**
- Reptile Party**
- Barbie Party**
- Create your own! - \$35 per 12 guests (\$6 per person after 12)** _____

Standard 2 hour room rental with attendant- **\$100 R/\$125 NR**

Gym usage will need approval from Facility Rental Coordinator

Additional Features:

- Birthday Host for up to 12 people.**
(Lead games, help with food, cake, presents, etc.)- **\$50**
Second host is required after 12 people.
- Theme Decorations- \$40 (includes decorated party room)**
- Pizza and beverages for up to 12 people- \$50 (\$6 per person after 12)**
- Cake or Cupcakes- \$40**

Cake/Cupcake Choices

Cake/Cupcake

Chocolate Yellow

Frosting

Chocolate Vanilla

Message on Cake (please print legibly):

RENTAL CONDITIONS:

Renter hereby agrees to read, understand and adhere to all rental conditions. If any rental conditions are not adhered to the Butterfield Park District has the authority to withhold the security deposit or cancel the event at our discretion:

1. Rental Agreements must be completed in full and signed by an adult (21 years or older) who assumes responsibility for the group, agrees to pay for any damages to Park District property that occurs by guests, is responsible for any of the guests' actions and **MUST BE PRESENT DURING THE ENTIRE DURATION OF THE RENTAL.** **Initials** _____
2. All rentals need to be reserved at least two weeks prior to the rental date. **Note:** Rentals are processed on a first-come, first-served basis. **Initials** _____
3. Rental area will be left as clean as it was prior to the rental. Deposit will be retained for excessive clean-up cost. **Initials** _____
4. No other facilities or property will be used other than that which is agreed upon in writing and paid for in advance. **Initials** _____
5. **NO SMOKING OF ANY KIND, VAPING OR CHEWING TOBACCO** is allowed on or inside of any Park District property. **Initials** _____
6. **NO ALCOHOL** shall be brought into or consumed on any Park District property. If this is violated, the rental will immediately cease, area will be cleaned, and property vacated. Sheriff's office will be called to assist if needed. **Initials** _____
7. Depending upon nature of the activity, individuals/groups may be required to submit certificate of insurance with the Butterfield Park District named as additionally insured for not less than \$1,000,000 per occurrence. **Initials** _____
8. Renter will arrive to set up no earlier than a half hour before the time stated and leave premises no later than the ending time stated. **Initials** _____
9. **FEES MUST BE PAID IN FULL AT THE TIME OF RESERVATION.** Rentals will be reserved when payment is made. **Initials** _____

Signature Date

Office Personnel Date

Total Amount: _____

Staff	
Deposit: _____	Date Paid: _____
(\$100 security deposit required) Refunded: _____	
Rental Fee: _____	Date Paid: _____

CASH	CHECK	VISA	MASTERCARD	DISCOVER
CARD # _____				
EXP DATE _____				
V-CODE _____				
SIGNATURE _____				