

Party Request Form

To book a party at The Salvation Army Ray & Joan Kroc Center, please fill out and submit this form to our Rentals & Events Department. **This request form does not guarantee a party space.** A representative from The Kroc Center will contact you to confirm reservation. Extra swimmers can be added the time of the party.

CONTACT INFORMATION

PRIMARY CONTACT

CHILD NAME	CHILD'S AGE (TURNING)	<input type="radio"/> MALE <input type="radio"/> FEMALE
ADDRESS		
CITY	STATE	ZIP
CELL PHONE	DAY PHONE	
EMAIL	ARE YOU CURRENTLY A MEMBER?	<input type="radio"/> GOLD <input type="radio"/> SILVER <input type="radio"/> NOT A MEMBER

EVENT INFORMATION

You will have access to your room for set-up approximately 15 minutes prior to party start time.

DATE OF INTEREST (MM/DD/YY) CHOICE #1 _____ TIME OF INTEREST _____
DATE OF INTEREST (MM/DD/YY) CHOICE #2 _____ TIME OF INTEREST _____

PARTY DETAILS

TYPE OF PARTY BIRTHDAY TEAM OTHER:

TOTAL NUMBER OF ATTENDEES (CHILDREN, PARENTS AND GUESTS) _____

ARE YOU INTERESTED IN HAVING FOOD SERVED AT YOUR PARTY? YES NO

NUMBER OF PEOPLE DINING _____

PLEASE CHOOSE FROM THE FOLLOWING:

<input type="radio"/> 16" PIZZA (\$13.95 PER PIZZA)	8 slices of pizza of your choice and juice.	
<input type="radio"/> CHEESE QTY. _____	<input type="radio"/> HAWAIIAN QTY. _____	
<input type="radio"/> PEPPERONI QTY. _____	<input type="radio"/> SAUSAGE QTY. _____	
<input type="radio"/> CHICKEN BITES (\$4.95 EA)	Chicken bites with dip, potato chips, and juice.	QTY. _____
<input type="radio"/> DAWG DAYS (\$4.95 EA)	Hot dogs, potato chips, and juice.	QTY. _____
<input type="radio"/> NACHOS (\$4.95 EA)	Chips, cheese, ground beef, sour cream, tomatoes, olives, and juice.	QTY. _____

SPECIAL REQUESTS/NOTES _____

To book a party, please return this form to the front desk. Two week notice is required to book parties and guarantee food. Food cannot be altered within 3 days prior to the party. Full payment is required at time of booking; charges for additional guests will be collected at the time of the party.

SWIM PARTY FEE ESTIMATE

\$120 (\$108 Gold Mbrs.), up to 12 swimmers \$ _____
Extra swimmers (more than 12) can be paid for on day of party for \$5 each.

CLIMBING WALL* PARTY FEE ESTIMATE

\$120 (\$108 Gold Mbrs.), up to 10 climbers \$ _____

ADD-ONS

Food total (food cost x quantity) \$ _____
Balloon Bouquet (\$12.95/12 balloons) \$ _____

SUBTOTAL (WITHOUT TAX) \$ _____

TAX (SUBTOTAL X .06) \$ _____

TOTAL (SUBTOTAL + TAX) \$ _____

Ask about room upgrades!

All pricing and rates are subject to change. Full payment is required at the time of booking. No cash refunds are given unless the Party is cancelled by The Kroc Center. If the event is cancelled by The Kroc Center, you will be given the choice of a full credit or a full refund. If you cancel the party 7 or more days prior to the booked date, you will receive your full balance on a Kroc Gift Card, minus a \$25 booking fee. You may also choose to transfer to another party date for a \$10 transfer fee. Cancellation/transfer requests made less than 7 days prior to the event date are not eligible for a refund or credit. If intended climbing party size exceeds 10, accommodations need to be made 2 weeks in advance with the party attendant. Additional staff charge of \$25 will be applied.

**Climbing waivers for all children 17 and under must be signed by guardians and returned to The Kroc Center at party check-in.*

OFFICE USE ONLY

PAYMENT TOTAL	DATE OF PAYMENT
<input type="radio"/> CASH <input type="radio"/> CHECK # _____	
<input type="radio"/> VISA <input type="radio"/> MC <input type="radio"/> DISCOVER CARD # _____	EXP. DATE _____
CARDHOLDER SIGNATURE _____	RECEIVED BY _____