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Cortland County Family YMCA Birthday Party

Guidelines and Contract

1. **All Parties are available on Saturdays and Sundays.** The maximum amount of guests allowed is 50, including adults and children; guests do not need to be members to attend.
2. A signed "Contract" and full payment is required to complete the reservation. In the event the family needs to cancel a party the YMCA will keep a \$50.00 booking fee and the remaining amount will be refunded if notice is given 7 business days prior to the date, if less than 7 business days notice is given no refund will be issued.
3. A YMCA Staff member will facilitate the birthday party. This staff will also be available to assist the parents in the Community Room and Pool or Gym. Guests should first go to the community room, and the Staff will escort them to the party area.
4. The Party Room rules:
 - Party family is responsible for assisting with the set-up and clean-up of the room
 - The party family may begin set-up 30 minutes prior to the party's start time and have 30 minutes following the party for clean-up
 - Party family must supply party staples (cake, paper goods, refreshments, table clothes) and party room activities (outside the activity)
 - No items may be tacked, taped, stapled, pinned or nailed to the walls or the ceiling of the event rooms
 - With our apologies, we are not able to provide refrigeration for perishable items. We suggest bringing a cooler with ice packs.
5. The party family must ensure that there is one adult per every 8 children to help supervise the activities and escort children to and from the bathroom.
6. Please have a list of guests' names (first and last) ready the Wednesday _____ before your party for the Member Service Desk so that non-members may easily enter the building.
7. At the conclusion of your party, please have an adult escort unsupervised children to the lobby where their parents may pick them up.
8. The family agrees to all pictures taken during the party can be shared on the YMCA Facebook page, Flyers and other social media events.

We want to make sure that this party is very special for your child.
 Please call us with any further questions or concerns

Parent/Guardian Name: _____ Age Celebrating: _____

Child's Name: _____ DOB: _____

Address: _____

Home/Cell #: _____ Email: _____

Date of Party: _____ Time of Party: _____ Birthday Party Coordinator Signature: _____

I have fully read and understand the rules and regulations listed in the "Guidelines and Contract" for Birthday Parties at the Cortland Family YMCA. I understand that I am responsible for all of my guests and their behavior during the party.

 Parent/Guardian Signature

 Date

Gym Info & Rules

- Inappropriate behavior, including but not limited to poor sportsmanship, spitting on floor/walls, foul language / trash talking and dangerous play or actions will not be tolerated. YMCA Staff may ask you to leave the facility.
- Every effort will be made to ensure that children are not waiting a long time for their turn to play; however, depending on the size of your party, it may not be possible for everyone to participate all at once. Please keep your guest list in mind when making your party choice.
- No food, candy, gum or beverages (except water & sports drinks) is allowed in the gym/turf. Eating/drinking is allowed in the Lobby and Community Rooms
- Do not climb, sit on, hang or swing from gym/turf curtains or basketball rims/stands.
- Do not move or alter basketball stands/rims. See YMCA staff for assistance.
- Only clean, non-marking athletic shoes are allowed on the gym floor. Shirts must be worn in the gym.
- Put all personal belongings in a locked locker or in the Community Room. Items left lying around in the gym may be taken to Lost & Found at the Front Desk.
- At no time during the party is any party guest allowed to use the other areas of the YMCA during the party.

Swim/Aquatics Info & Rules

- Must follow all pool rules and policies including the deepened test policy.
- The party family must ensure that there is one adult per every 5 children to help supervise the activities and escort party guests to restroom.

Party Information

Party dates and times:

Saturdays and Sundays: Check with our Program Director Gina to confirm our time availability.

Costs for a two-hour pool party:

Costs for a two-hour gymnasium party:

	1-25 People	26-50 People			1-25 People	26-50 People
YMCA Members	\$195	\$245		YMCA Members	\$150	\$200
Non Members	\$210	\$260		Non Members	\$180	\$230