

\$50 HAPPY \$50 BIRTHDAY Party Form

JAMES CITY COUNTY RECREATION CENTER, 5301 LONGHILL ROAD

Today's Date	
Name	
Address	
City, State, Zip	
Home Phone	
Work Phone	
Party Date Requested	
Number of Children Attending	#
	Age Range:

THERE IS A MAXIMUM OF 20 PEOPLE TOTAL (CHILDREN, GUESTS & PARENTS INCLUDED) ALLOWED IN THE PARTY ROOM.

CIRCLE DAY, TIME AND EVENT REQUESTED:

SATURDAY 1:15 - 3:15 p.m. POOL ONLY
SUNDAY 1:15 - 3:15 p.m. POOL OR BASKETBALL
3:45 - 5:45 p.m. POOL ONLY

BIRTHDAY PARTIES MUST BE BOOKED 2 WEEKS IN ADVANCE.

Staff Use Only: Staff Initials _____ Reservation # _____

PARENTS PLEASE REVIEW AND SIGN ACKNOWLEDGEMENT OF RULES LISTED ON BACK OF THIS FORM.





Please read the information below and sign at the bottom. You will be given a copy of this form, once you have completed it, along with your receipt and an **Assumption of Risk and Release** Form. If you have any questions about the information in the form, we will be happy to answer them for you.

General Guidelines & Rules

1. We will be able to access the party room **only 15 minutes prior** to our party time.
2. We will have all parents fill out and sign an Assumption of Risk and Release Form before their children can participate in our party.
3. We will give the completed Assumption of Risk and Release Form to the Front Desk before our guests enter the pool or gymnasium.
4. We understand that our party group is allowed to use either the gym or pool, as requested at time of booking, during the first hour of our reservation.
5. Number of children, adults and guest attending **will not exceed 20 persons**.
6. Adult to child ratio for Gym use: There will be one adult in the gym for every six children.
7. Adult to child ratio for Pool use: There will be one adult in the water for every four children.
8. The use of tape, adhesive products, staples, or tacks on doors, walls, windows or ceiling is prohibited.
9. We are responsible for cleaning the room at the end of our party (all trash in trash cans; all personal items removed from the room, kitchen and refrigerator).
10. Our reservation is for two hours. Any additional time will be reserved at a rate of \$30 per hour.
11. The room will be inspected by a staff member and found to be in satisfactory condition. If left in an unsatisfactory condition, additional fees will be imposed.
12. We must adhere to all posted rules and regulations.
13. James City County reserves the right to stop /prohibit use at any time if any of the above rules are violated.
14. We agree to indemnify and hold harmless James City County, its agents and employees from any and all liability or damages resulting from use of the Indoor Facility.
15. If we need to cancel or change our reservation, we understand that it must be done a minimum of seven (7) days in advance of party date. Refunds on reservation will be assessed a 10% processing fee if done seven (7) days in advance.

Swimming Pool Rules

1. Proper bathing suits are required; cutoffs are not permitted. Infants must wear approved swim diapers.
2. Patrons age 5 and younger must be directly supervised, within arm's reach, by an adult age 16 or older. **Supervising adult must be in the water in proper bathing suit attire.**
3. Patrons ages 6-11 must take a swimming proficiency test in order to enter the water without adult supervision. Patrons ages 6-11 who do not pass the proficiency test must be directly supervised, within arm's reach, by an adult age 16
4. or older. **Supervising adult must be in the water in proper bathing suit attire.**
5. No more than four children (ages 11 and younger) may be supervised by one adult (age 16 or older).
6. The use of profanity is strictly prohibited.
7. Running, pushing, dunking, climbing on equipment and horseplay is prohibited.
8. Diving, back dives and flips are prohibited.
9. Food, candy, gum, drinks and glass containers are prohibited.
10. Patrons with skin disease(s), open wounds, nasal or ear discharge, inflamed eyes or any communicable disease are not allowed in the pool.
11. Playpens are not permitted in pool area. Infants and Toddlers must be directly supervised at all times.
12. Use of swimming accessories and flotation devices shall be regulated by pool staff.
13. Lap lanes must be shared and are for lap swimmers and water walkers only. Open play is not permitted in lap lanes.
14. Pool staff shall have the authority to enforce all pool rules.
15. Water wings are not allowed. The only floatation devices that are allowed must be Coast Guard approved.

Date of Party: _____

Time of Party: _____

Parent's Name: _____

Parent's Signature: _____

Phone/Email: _____