

BIRTHDAY PARTY AGREEMENT

DATE OF EVENT: _____
NAME OF CHILD: _____ AGE: _____ BIRTHDATE: / /
ADDRESS: _____

PHONE NUMBER(S) _____
E-MAIL: _____

You agree to:

- 1.) Provide a deposit of 50% of the total amount \$_____ upon booking the event in order to secure the date and time.
- 2.) The balance of \$_____, which represents the remaining 50% plus additional expenses, if incurred, is due at the end of the event; payable by cash, check or credit card.
- 3.) You may receive a full refund if you cancel two or more weeks prior to the event date.
- 4.) If you cancel within 13 days up to 48-hours prior to the event, you may receive a 50% refund. There is NO REFUND if you cancel within 48-hours of the scheduled event. You are still responsible *in full* for any additional expenses for services and products purchased on your behalf even if you cancel.
- 5.) We ask that you assist us in ensuring children behave properly and with respect to each other, the studio, the equipment, and the staff. The host is fully responsible for all damages. Signing this agreement is an acceptance of this responsibility.
- 6.) All guests must provide a signed permission and waiver form in order to attend the party. This will be given to the host in advance so that the form may be included in the invitation.
- 7.) Guests must pick-up their children *promptly* as additional events are scheduled at the studio.
- 8.) Your party will consist of the following: One certified instructor and one assistant helper who will...
 - help you set up the party table and place balloons and decorations in the “party area” 15 - 20 minutes prior to the start time. We will provide basic, white plates, cups, and forks and spoons. We will have matches, bottle openers, and serving utensils available if you need them. (If you want a special table cloth or special place settings, you must bring these items – see below).
 - warmly welcome your guests and help them store their shoes and coats. *No shoes may be worn on the studio floor – adults, too!*. We will show them to the party table where snacks can be enjoyed while we wait for the rest of the guests to arrive.

- engage and supervise children in fitness activities for one-hour.
- assist you in serving the refreshments, clearing the table, cleaning up after the opening of gifts, and packing up the left-over refreshments for you to bring home.
- sit next to your child to write down which gifts were given and by whom (please specify if you'd like us to do this) so that thank-you notes may be written.

For an additional cost, we will do the following if arrangements are made in advance:

- Purchase refreshments including cake, ice cream, and beverages.
- Set up a coffee service for the parents.
- Order special "themed" invitations, party decorations, table-settings items (cups, plates, plastic ware, table cloth), helium-filled balloons, thank-you cards.
- Write and send out invitations and prepare thank-you cards for your child to fill in. Postage stamps included at extra cost. You will need to furnish the addresses.
- Extra labor time is billed at \$25.00 per hour.

By signing below you agree to all the conditions of the agreement.

Print Name: _____

Signature of Host/Responsible Party: _____

Date: _____

Accepted by:

Julia Sweet
 President/CEO
 Fitness Mom, Inc.

Mailing address:
 2 Peckham St.
 Rehoboth, MA 02769

Studio location:
 340 Anawan St.
 Rehoboth, MA 02769