

# Roller Skate Party Reservation

P.O. BOX 187/527 1<sup>ST</sup> AVE SOUTH GREYBULL, WY 82426 (307) 765-9575

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Please note that if you are mailing in this form, reservation dates are subject to building and staff availability. Please call to confirm that the dates are available prior to mailing it in.

Responsible Party and/or Organization: \_\_\_\_\_

Phone Number: (Home) \_\_\_\_\_ (Cell) \_\_\_\_\_

Date Requested: \_\_\_\_\_ Time: (2hr max) \_\_\_\_\_

Will you be coming to set up early? (maximum 30 minutes before start of party time) \_\_\_ YES \_\_\_ NO

Anticipated Number of Participants: \_\_\_\_\_ Average Age of Children Attending Party: \_\_\_\_\_

Number of Tables Needed (for food, gifts, etc.) \_\_\_\_\_ \*Tables are available for use. Renter will be responsible for setting up, cleaning up and putting away the tables.\*

**FULL PAYMENT IS REQUIRED AT THE TIME OF RESERVATION!!! RESERVATION WILL NOT BE SECURED UNTIL PAYMENT IS RECEIVED!**

**Price (\$40 for 25 participants or less)** Paid: Yes \_\_\_\_\_ No \_\_\_\_\_ Cash/Check #: \_\_\_\_\_  
Each additional participant (over 25) is \$1

**Deposit: \$50** *\*\*The deposit is fully refunded pending approval of the building after use and payment in full for skating participants. Parties that exceed the two-hour limit will not be refunded. \*\**

## **Fee and Reservation:**

The rental fee must be paid at the time of reservation. If participants exceed the 25 person limit, the additional \$1 per person fee must be paid prior to the deposit being refunded. Please schedule skating parties and pay the fee at least one week in advance. If the fee is not paid, the party time is not secured and can be moved or cancelled to accommodate other events. Deposit will also be kept if the party goes over the two-hour time limit.

**Check Policy:** Payments made by check to the Greybull Recreation District that are not honored by the bank will incur a returned check fee of \$25 or five percent; whichever is the greater amount. Reservations are not secured until payment is honored.

**Refund Policy:** A refund, less 25% administrative charge, will be given to individuals requesting a refund one week prior to the rental date. No refund will be issued after this time.

**NO HELIUM BALLOONS PLEASE! They get caught in our heaters.**

## **Food Policy:**

Food is allowed during roller skating parties. However, food must remain on the edges of the basketball court, in the bleacher areas or on the tables. **No skating with food or drinks.** No food or drink is allowed inside the basketball court. Guardians are responsible for making sure all garbage is thrown away and that any spills are cleaned up BEFORE they leave.

**No alcohol** is allowed on the Recreation District Property.

**No tobacco** products allowed on the premises. Adults who want to smoke, including vaping, must remove skates and move completely off of community hall property before smoking.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

I have received the Roller Skating Party Guidelines and agree to the terms outlined.



## Roller Skating Party Guidelines

Responsible party and/or organization listed accepts all responsibility for minors attending a roller skating party.

### **Food Policy:**

Food is allowed during roller skating parties. However, food must remain on the edges of the basketball court, in the bleacher areas or on the tables. No food or drink is allowed inside the basketball court. A Greybull Recreation District staff member would be happy to show you the areas where eating or drinking is acceptable.

### **No skating with food or drinks.**

Tables are available for use. Renter is responsible for setting up, cleaning up and putting away the tables. Please let us know how many tables you need in advance.

**NO ALCOHOL** is allowed on the Recreation District Property during skating parties.

Greybull Recreation District property is strictly non-smoking and **NO TOBACCO** products are allowed on the premises. Adults who want to smoke, including vaping, must remove skates and move completely off community hall property before smoking.

### **Cleaning:**

Please clean up any spills, food or other messes. Mops, brooms, rags and other cleaning supplies are in the kitchen closet.

Guardians are responsible for making sure all garbage is thrown away and that any spills are cleaned up BEFORE they leave.

**Decorations:** Do not put tape, staples, nails, screws, tacks or anything else on/in the walls. Pinatas can be hung from the wood supports to the basketball hoops. Nothing is to be attached to the backboards or rims/nets. Confetti and glitter must be thoroughly cleaned up.

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**Check Policy:** Payments made by check to the Greybull Recreation District that are not honored by the bank will incur a returned check fee of \$25 or five percent; whichever is the greater amount. Reservations are not secured until payment is honored.

### **Refund Information:**

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