



**KROC
CENTER**



OMAHA BIRTHDAY REQUEST FORM

Please fill out this form to inquire about birthday availability. Completing this form does not guarantee a party space. A Nonrefundable \$75 fee is required to secure your chosen date and time.

CONTACT INFORMATION -----

PRIMARY CONTACT _____

CHILD'S NAME _____ AGE TURNING _____ BOY _____ GIRL _____

ADDRESS _____ CITY _____ STATE _____ ZIP _____

PHONE _____ EMAIL _____ KROC MEMBER YES NO

HOW DID YOU HEAR ABOUT KROC BIRTHDAY PARTIES?

Kroc Center Flyer Magazine Ad Google Kroc Website Friend Other _____

EVENT DETAILS -----

You will have access to your room approximately 30 minutes prior to your reserved time. You will have one hour only in your party room followed by activity time. No items may be stored in the party room before or after the allotted time.

Parties Run on Fridays after 3pm and Saturday and Sunday afternoons.

Please note your preference for date and time below:

1st Choice Date _____ Time: _____

2nd Choice Date _____ Time: _____

KROC STAR PARTY – Does not include Food & Beverage.

\$165 + tax

Members: \$140 + tax

Each package admits 12 individuals, 2 of these individuals **must** be adults. You may add additional guests in advance at \$5.00 per person. The day of, Guest Rates are subject to standard fees. (See Policies, Procedures, Rules and Regulations on back.)

Please indicate the total attending below. Maximum recommended capacity is 36 guests.

_____ # OF CHILDREN _____ # OF ADULTS (MIN. 2 REQUIRED) PARTY SHIRT (YOUTH SIZE): XS S M L XL

ADD-ON OPTIONS -----

PIZZA 16" - Cut party style (12 square pieces) – indicate your requested total of each topping style below..... \$16.00

HAMBURGER _____ PEPPERONI _____ CHEESE _____

BEVERAGES..... \$5/gal

_____ LEMONADE _____ PUNCH

Email to: Omaha.kroccenter@usc.salvationarmy.org

Call 402.905.3508 with any questions

Birthday Liability & Regulations



LIABILITY GUIDELINES -----

I understand that use of the facilities and equipment at The Salvation Army Kroc Center may involve risk of bodily injury or property damage and I agree to assume any such risks. I understand it is up to me to consult physicians and other professionals to make sure I can safely participate in activities and events at The Salvation Army Kroc Center. I also understand and agree by signing this agreement, I am giving up my right (and/or the right of the minor(s) for whom I sign) to make any claim against the Salvation Army Kroc Center, its agents, employees, and volunteers, including the right to sue them, for bodily injury or property damage or any other loss I might suffer while using The Salvation Army Kroc Center facilities and services, except as limited by law. If the Salvation Army has actual knowledge an individual is a registered sex offender, such individual shall be denied access to the Ray and Joan Kroc Corps Community Center (RJKCCC). By signature on this document, I represent to the Salvation Army, neither I nor any of my guests, which may from time to time attend the RJKCCC are registered sex offenders in any legal jurisdiction and furthermore, I have an affirmative duty to The Salvation Army to immediately disclose to The Salvation Army any change in registered sex offender status for myself or any of my guests who may from time to time seek admittance at the RJKCCC. **PARENT INITIALS** _____

POLICIES, PROCEDURES, RULES AND REGULATIONS -----

All pricing and rates are subject to change. **A \$75 non-refundable deposit is required to accompany this signed document to book a party.** The remaining balance, including any pre-arranged additional guest fees, is due three business days prior to party date. If additional guests come, they must pay the Kroc Center admission at the Welcome Desk. Food orders must also be confirmed at this time, or the numbers indicated on the Birthday Party Request form will be used for preparation and invoicing. No cash refunds are given unless the party is canceled 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 a full refund less the non-refundable \$75 deposit. Cancellation requests made less than 7 days prior to the event date are not eligible for a refund. If payment was made with a personal check, and payment is stopped on the check, a \$30 return check fee will be assessed.

1. **BE ON TIME** – Parties are limited to 60 minutes in the party room followed by access to the Kroc Center. **TELL YOUR GUESTS THEY MUST ARRIVE BY YOUR SCHEDULED PARTY START TIME.** Once the allotted time in the party room is over, the group will no longer have access to the party room. Our party planner will give you a schedule and check in with you to assist with your party activities and to keep things moving. Guests are responsible for removing gifts, towels, and personal items at this time.
2. Hosts are welcome to arrive 30 minutes ahead of your scheduled start time to set up the room. Because of our busy birthday schedule, arriving prior to 30 minutes before your party does not guarantee that you will have extra time to set up.
3. You are welcome to bring your own cake and ice cream, however **no other outside food is allowed in the building.** Food is not allowed outside the party room.
4. You are welcome to bring your own decorations. No taping to the walls or windows is permitted. Please, no glitter or confetti. A \$200 cleaning charge will be added if any of these items are used.
5. **Each guest must be wrist banded and signed in. If guests attend who are not accounted for on your Request form, they must pay the entrance fee at the Kroc Center Welcome Desk (\$10-Adults, \$8-Teens, \$5-Youth).**
6. A Birthday party package requires the attendance of 2 adults. 2 adults must accompany children at all times and remain visually supervising children in the Gym and Aquatics Center. Children 6 & under must have an adult age 16+ in the pool within arm's reach at all times.
7. All persons swimming must wear a swimsuit. Please bring a towel and other swim items since they will not be provided. A lock for the lockers is recommended. The Kroc Center is not liable for items lost or stolen. Locks are available for purchase at the Welcome Desk. Socks must be worn when using RJ's Adventure Zone.

I HAVE READ AND AGREE WITH THE ABOVE STATEMENTS.

PARENT/GUARDIAN SIGNATURE _____

PRINTED NAME _____

DATE: _____