

# BIRTHDAY PARTY REQUEST

To book a party at The Salvation Army Ray & Joan Kroc Corps Community Center in Omaha, fill out this form. This request does not guarantee a party space. The Omaha Kroc Center will contact you to confirm your reservation. A **\$75 non-refundable deposit** is required at the time the party is confirmed. The remaining balance is due three business days before the party. A one week notice is required to book parties and guarantee food. Food orders cannot be altered 48 hours prior to the party.

All Party Packages require the attendance of **at least 2 adults**. The **Basic Party Package** includes admission for up to 12, party supplies (plates, napkins, etc), and printable invitations. **Deluxe Party Packages** include everything in the basic package PLUS your choice of food and beverage, one commemorative t-shirt, and a Party Specialist to assist you. You can purchase additional Packages/Add Ons, see below. You may bring cake and ice-cream, however **no other outside food is permitted** and all food must remain in the party room.

SPECIAL DISCOUNTS AVAILABLE: Current Kroc Center Members receive 10% Off; Early Birds receive \$10 Off for booking at least 4 weeks in advance. Discounts will be applied upon receipt and confirmation of eligibility. Discounts apply to the base Party Package only (add-ons not included); discounts may not be combined.

## CONTACT INFORMATION

### PRIMARY CONTACT

CHILD'S NAME \_\_\_\_\_ AGE TURNING \_\_\_\_\_  BOY  GIRL  
PHONE: DAY \_\_\_\_\_ CELL \_\_\_\_\_ ALTERNATE \_\_\_\_\_  
ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_  
EMAIL \_\_\_\_\_ KROC CENTER MEMBER  YES  NO  
HOW DID YOU HEAR ABOUT KROC BIRTHDAY PARTIES?  Kroc Center Flyer  Magazine Ad  Internet  Friend  Other \_\_\_\_\_

## EVENT DETAILS

You will have access to your room approximately 10 minutes prior to your reserved time in the party room. You will have one hour in your designated party room followed by activity time. No items may be stored in the party room before or after the allotted time.

Choice #1 - DATE OF BIRTHDAY PARTY \_\_\_\_\_ TIME OF PARTY \_\_\_\_\_  
Choice #2 - DATE OF BIRTHDAY PARTY \_\_\_\_\_ TIME OF PARTY \_\_\_\_\_

## BIRTHDAY PARTY PACKAGES

EACH PARTY PACKAGE INCLUDES 12 GUESTS. PLEASE SELECT YOUR PARTY PACKAGE:

- DELUXE POOL PARTY \$185.00 +Tax** ONLY AVAILABLE APRIL - OCTOBER:  **DELUXE SPORTS PARTY \$185.00 +Tax**  
 **BASIC POOL PARTY \$125.00 +Tax**  **DELUXE COMBO PARTY Sports/Pool \$215.00 +Tax**

GUEST INFORMATION: 12 guests included with package. (More guests may be added for an additional cost. Deluxe: \$14.50, Basic: \$10)

\_\_\_\_\_ # OF CHILDREN \_\_\_\_\_ # OF ADULTS (Min. of 2 required) \_\_\_\_\_ # OF TOTAL GUESTS21

**DELUXE PACKAGE:** PLEASE SELECT T-SHIRT SIZE, ONE FOOD OPTION, AND UP TO THREE BEVERAGE PITCHERS:

**T-SHIRT SIZE YOUTH:**  XS  S  M  L  XL

**FOOD CHOICE #1: PIZZA** Each guest will receive one individual-size pizza; list the quantity needed. \_\_\_\_\_ PEPPERONI \_\_\_\_\_ CHEESE

**FOOD CHOICE #2: HOTDOGS** EACH GUEST WILL RECEIVE A HOT DOG & CHIPS

**BEVERAGE CHOICES:** (UP TO 3) \_\_\_\_\_ PEPSI \_\_\_\_\_ DIET PEPSI \_\_\_\_\_ DR. PEPPER \_\_\_\_\_ CRUSH \_\_\_\_\_ SIERRA MIST \_\_\_\_\_ LEMONADE \_\_\_\_\_ ROOT BEER \_\_\_\_\_ MT. DEW \_\_\_\_\_ WATER

## DELUXE PARTY "ADD-ONS"

YOU CAN PURCHASE ADDITIONAL FOOD OR ADD ADDITIONAL GUESTS WITH THE OPTIONS BELOW. INCLUDE THE QUANTITY OF EACH ITEM YOU WOULD LIKE TO ADD ON.

\_\_\_\_\_ **LARGE PIZZA** 16 pieces (\$14.91 + Tax) \_\_\_\_\_ PEPPERONI \_\_\_\_\_ CHEESE \_\_\_\_\_ HAMBURGER  
\_\_\_\_\_ **INDIVIDUAL PIZZA** (\$3.25 + Tax) \_\_\_\_\_ PEPPERONI \_\_\_\_\_ CHEESE  
\_\_\_\_\_ **HOTDOG & CHIPS** (\$3.50 per serving)  
\_\_\_\_\_ **ADDITIONAL BEVERAGE PITCHER(S)** (\$3.75 + Tax) List beverage choice: \_\_\_\_\_

\_\_\_\_\_ **THEME UPGRADE** (\$40.00)  
Themed decor for up to 16 people/dependent on availability  
CHOICE #1 \_\_\_\_\_  
CHOICE #2 \_\_\_\_\_

### TO SUBMIT THIS REQUEST PLEASE DO ONE OF THE FOLLOWING:

- Drop off at the Kroc Center Welcome Desk
- Email to: [debbie\\_miles@usc.salvationarmy.org](mailto:debbie_miles@usc.salvationarmy.org)
- Fax to: 402-905-3599
- Mail to: The Salvation Army Kroc Center  
Attn: Food Services Coordinator  
2825 Y Street  
Omaha, NE 68107

Questions? Please call our Events Team at 402-905-3534

Item	Cost
Party Package	_____
"Add Ons"	_____
Discount	_____
Subtotal	_____
x 7% tax	_____
Estimated Total	_____

# BIRTHDAY PARTY REQUEST

## 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/GUARDIAN SIGNATURE \_\_\_\_\_

DATE \_\_\_\_\_ PRINT NAME \_\_\_\_\_

## PHOTO RELEASE

May we take pictures and use pictures for promotional purposes on our website, brochures, etc....?  YES  NO  
(If you indicate yes then you assume responsibility for letting all of the other parents of the other children that may be attending know and your stating "Yes" means all of the other parents have approved of this).

PARENT/GUARDIAN SIGNATURE \_\_\_\_\_

DATE \_\_\_\_\_ PRINT NAME \_\_\_\_\_

## POLICIES, PROCEDURES, RULES AND REGULATIONS

All pricing and rates are subject to change. **A \$75 non-refundable fee is required to book a party. The remaining balance**, including any pre-arranged additional guest fees, **is due three (3) 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 this Birthday Party Request Form will be used for preparation and invoicing. No cash refunds are given unless the party is cancelled 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 your full balance, minus a \$75 non-refundable booking fee. Cancellation requests made less than 7 days prior to the event date are not eligible for a refund, and are subject to a \$30 return check fee.

1. Each party **begins with 60 minutes in the party room** for food, cake, and presents, followed by access to the selected Kroc Center area, depending on your Party Package. Once the **allotted party room time is over, the group will no longer have access to the party room.** Guests are responsible for removing gifts, towels and personal items at this time.
2. Hosts are welcome to arrive any time within 10 minutes of your scheduled start time. Because of our busy birthday schedule, arriving prior to 10 minutes before your party does not guarantee that you will have extra time to set up. **If you arrive earlier, your group will be allowed to gather and wait at the facility entrance.** There may be other birthday parties going on before, during or after yours. The current party will be allowed to use their full time slot before the next party is allowed to set up.
3. You are welcome to bring your own cake and ice cream, however **no other outside food is allowed** into the building. Food is not to leave the party room and must remain on Kroc Center property.
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. Every person participating in the party must be wrist banded. **If guests attend who are not accounted for on your Birthday Party Request form, they must pay entrance fees at the Kroc Center Welcome Desk** prior to attending the party.
6. A Birthday Party Package requires the attendance of 2 adults. 2 Adults must accompany children at all times and **must remain visually supervising** children in the Gym or Aquatics Center. Children 5 & 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 suggested but not required. The Kroc Center is not liable for items lost or stolen. Locks are available for purchase at the Welcome Desk.
8. **For Deluxe Packages,** The Salvation Army Kroc Center will provide a Party Specialist to assist with room set up and take down, and any needs you may have during your time in the party room.

## I HAVE READ AND AGREED TO THE ABOVE STATEMENTS.

PARENT/GUARDIAN SIGNATURE \_\_\_\_\_

DATE \_\_\_\_\_ PRINT NAME \_\_\_\_\_