



We Host **Stress-Free!** Birthday Parties!



GUIDELINES TO A SUCCESSFUL
BIRTHDAY PARTY

PLAN AHEAD TO SECURE YOUR CHILD'S SPECIAL DAY!



Kathy Green Multi-Purpose Center
3000 West Jefferson Street
815-741-7275 x129 or kcooper@jolietpark.org
jolietpark.org



Children will play games and enjoy three activities chosen from the list below. All activities will be lead by Joliet Park District Staff.

- Kickball
- Soccer
- Obstacle Course
- Relay
- 1st Year Birthday Parties
- Bounce House \$50 Additional Charge for 2 hours
- Basketball
- Dance
- Mixture of Sports
- Family
- Football
- Volleyball
- Floor Hockey
- Fireman Course
- Sports Team Celebration

We will provide tables and chairs for your party. A party host will assist parents with any needs. **Parents will provide cake, beverages, utensils, paper plates, napkins, cups, candles, matches and tablecloths (54"x108") for each table.**

All party supplies, with the exception of cake and beverages, need to be dropped off at the Multi-Purpose Center front desk 3 days prior to the party. No wall banners, confetti or glitter allowed.

Joliet Park District staff will have the tables decorated at your scheduled arrival time. **Please arrive no sooner than 15 minutes prior to the scheduled start of the party as there is no early admittance to the gym.**





Registration and Payment Information

Cost: \$250 for 2 hours
Max. 50 total guests (adults & children family style)
Max. 30 total guests (children's class party)
\$50 additional charge for east and west side gym.
\$50 for an additional hour

The Birthday child's parents are required to stay and are not included in the total guest list.

A non-refundable/non-transferable down payment of \$125 or 1/2 of the entire party cost is due at time of registration. Parties are booked on a first come, first served basis.

Plan ahead to secure your date for 2018 parties.

Full payment must be made 3 days prior to the party.

Date: _____

Parties are 2 hours long and held on Saturday between the hours of 3 and 8 pm or Sunday between the hours of 1 and 6 pm. An additional hour may be purchased for \$50.

For safety reasons, all participants **MUST** be at least 3 years of age* unless prior approval is obtained.

* Excluding 1st year birthday parties and family style parties



**PLEASE FILL OUT AND RETURN TO
KATHY GREEN MULTI-PURPOSE CENTER FRONT DESK**

Date of Party _____ Room Assigned _____
Time of Party _____ to _____ Gym _____
Age the birthday child will be _____ Male or Female (Please Circle)
Age range of guests _____ to _____ Number of guests _____
Contact person _____
Child's first name _____
Address _____
City _____ State _____ Zip _____
Phone: Cell _____

Party Cost\$250
Bounce House..... _____
Extra Hour..... _____
Total Due..... _____
Downpayment _____ CK CA CC
Balance Due _____ CK CA CC

I understand my downpayment is non-refundable/non-transferable and the balance due is required 3 days prior to the party. I also understand the party policies as outlined in the handbook.

Parent/Guardian signature _____ Date _____

Choice of Party Entertainment - Please circle three:

- Basketball •Football •Kickball •Obstacle Course
- Soccer •Volleyball •Mixture of Sports •Dance
- Fireman Course •Family •Relay •Floor Hockey
- Parachute Scooters •Bounce House \$50 additional charge

*Questions or concerns? Contact Karen Cooper at
kcooper@jolietpark.org or 815-741-7275 ext. 129*

Guest Tables Needed _____ Chairs Needed _____
 1 Refreshment Table and 1 Gift Table Needed