

## Birthday Bash FAQ

What times of the day and what days do you offer parties?

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| FRIDAY   | 5P-7P<br>7:30P – 9:30P                         |
| SATURDAY | 10:30A-12:30P<br>1P-3P<br>3:30P-5:30P<br>6P-8P |
| SUNDAY   | 11:30A-1:30PM<br>2-4P                          |

What is the format of the Birthday Bash?

Parties are for 2 hours. We encourage the first hour for the chosen activity and the last hour for cake and gifts in the Party Room. Parties that fail to leave at the end of their reservation or leave an excess of trash, dirt, etc. will be charged a \$50 cleaning fee.

What should my child wear?

Your child should wear comfortable clothing and closed toed tennis shoes, no flip-flops or smooth soled shoes.

If we finish early in the party room, can we do more of the activity chosen?

Once you have finished with your activity, children may not re-enter the courts or climbing area.

What if I have more than 40 people for a Birthday Bash?

The Party Room's capacity is 40 people, so the party cannot exceed 40 people (adults and children included).

How much is the deposit and is it refundable? When is it due?

The deposit for all the Birthday Bash packages is \$100 and is nonrefundable. The deposit is required at the time ECU Campus Recreation staff approves the space is available. It is required to hold date and times; an event will not be confirmed until it is paid. Campus Recreation accepts cash, check, or credit card. If the deposit is not paid within 72 hours of space approval, the space will be forfeited.

### **When do I pay the balance for the party?**

Upon the arrival of the Birthday Bash, the \$100 deposit will become part of the fee charged. Before the Birthday Bash starts, the requestor will pay the difference at the front desk of EKU Campus Recreation via cash, check, or credit card.

### **Can I bring in outside food or drink?**

Birthday cake, cupcakes, pizza, and other basic foods are only permitted in the Party Room. Food may be provided by the party requestor. However, if you decide you do not want to bring in food, the requestor can choose to add on Domino's 1 Topping Pizza for \$10 each large pizza, Pepsi Products \$2 per 2-Liter as well as paper products.

### **Can I bring my own decorations?**

Parties may decorate the room, but cannot use any materials that will damage the existing paint, structure, tables, equipment, etc. The requestor will be responsible for all damages and loss incurred during the birthday party. This includes additional expenses incurred by Campus Recreation as a result of the damages and loss.

### **Do you have invitations? If so, can they be mailed to me?**

We do have printable invitations that are included in every package, which will be emailed to the requestor upon confirmation and payment of deposit.

### **Do you have paper waivers that I can send with my invites?**

Our waivers are electronic. They can be found on our website and they are distributed via email to the requestor once deposit has been paid. Waivers are due before the child is allowed to participate in the activity.

### **Do I need to complete waivers if my kids have been there before?**

Yes, waivers must be completed each time to insure child's inclusion of activity.

### **Can I sign a waiver for kids of the party that aren't mine?**

No. Since waivers are a legal document, waivers for minors MUST be completed by the minor's parent or legal guardian.

### **Can I get a refund if there is inclement weather?**

If ECU Campus Recreation hours are altered, you can be refunded or rescheduled (subject to availability).

### **What happens if I don't show up to my Birthday Bash?**

If you do not show up to your requested time without notifying ECU Youth Programming Department within 24 hours of your requested time, the full rate will be charged. Otherwise you will only forfeit the \$100 nonrefundable deposit.