

Children's Party Booking Form

Conditions of booking

1. Parties can be booked in advance upon completion of this booking form with a £15 deposit which is non refundable.
2. Balance must be paid in full at least four weeks before the party date.
3. Party tea maybe set up fifteen minutes before the start of the party and be cleared ten minutes after the party has finished. The function room should be left in a tidy condition.
4. Food and drinks may only be consumed in the function room.
5. Party activities will last for one hour (except the disco) leaving you one hour in the function room for your party tea.
6. All under 3's must be supervised by an adult at all times.
7. In the interest of safety, party poppers and novelty aerosols must not be used in the centre.
8. Alcohol may not be consumed on the premises.
9. Indoor soft soled footwear only to be worn. No outdoor or fashion shoes will be allowed in the sports centre.
10. See separate conditions of use for pool parties.
11. Decision of the duty manager will be final.

Booking form – please complete using capital letters

Name of parent/guardian_____

Address_____

Post code_____

Telephone number_____Email address_____

Birthday Child's name_____Age_____

Total number attending the party_____

Ages from_____to_____years

Party Option_____Extras_____

Date of party_____

Time of party_____

Payment can be made by cash, cheque or credit card, please make cheques payable to LED

I accept the conditions of bookings as outlined above.

Sign_____Date_____

Office use

Date deposit paid_____Rec number_____Initial_____

Date balance paid_____Rec number_____Initial_____

Date extra's paid_____Rec number_____Initial_____

