

## Birthday Party Booking Guidelines

- 1. The parent organizing the party must arrive at the location 30 minutes prior to the start of the party.
- 2. All fees must be paid to the Conejo Recreation & Park District 2 weeks prior to the party date.
- 3. No refunds for parties will be given if the party is cancelled less than 14 days prior to party date.
- 4. The parent organizing the party may not leave the party site until all children have been picked up. CRPD is not responsible for any children after the conclusion of the party.
- 5. In case of inclement weather for outdoor parties every effort will be made to find an indoor alternative site however we cannot guarantee a location. No refunds will be granted. Please note: If you are concerned about inclement weather please choose an indoor facility to conduct your party.
- 6. Party attendance must be kept to a maximum of 45 people including the 15 participating children. Additional guests will result in additional fees.
- 7. Alcohol is not permitted.
- 8. Outside party materials (including decorations and food) may be brought in by the parent organizing the party; however it is the party parent's responsibility to set up/remove and /or serve such items.
- 9. CRPD does not provide any adult food add on packages.
- 10. A \$50 non-refundable deposit is due upon booking.