



Facility Use Application-Birthday Party

Danville Parks and Recreation

PO Box 3300, Danville, VA 24543 ♦ PH (434) 799-5150 ♦ FX (434) 799-6562

Facility Information

Facility Requested: _____ Date: _____

Glenwood: Fridays: 5:00-7:00 p.m. / 7:00-9:00 p.m. Saturdays: Noon-2:00 p.m.; 2:30-4:30 p.m.; 5:00-7:00 p.m.
Sunday: 1-3pm

Coates: Fridays: 7:00-9:00 p.m. Saturdays: Noon-2 p.m.; 2:30-4:30 p.m.; 5:00-7:00 p.m.
Sunday: 1-3 pm; 3:30-5:30pm

Estimated Invited Guests: _____ 0-20 ***After 20 participants a fee of \$5 will be accessed for each additional child with a maximum of 30 children.**

Participant Information

Full Name: (please print) _____ Party Theme: _____
(Person responsible for rental – must be on site during permit hrs.)

Childs Name: _____ Date of Birth: _____

Email: _____ Phone #: _____

Party Options

Place an "X" beside the package that is right for you!

_____ **Sports Party / ages 6-15** - Get in the game with a sports party! Select 2 of the following sports to play during your party: **BASKETBALL, SOCCER, KICK BALL, WHIFFLE BALL, FLOOR HOCKEY, AND DODGEBALL.**

_____ **Wacky Games Party / ages 4-13** – Boys and girls will have a blast at this party playing a variety of fun-filled games such as red light/green light, various races, parachutes and more age appropriate games.

_____ **Simple Party / all ages** - No planning or coordinating by Danville Parks and Recreation staff. We will set the building up for you to facilitate your own party.

_____ **Little Chef (\$30 additional) / ages 5-13** - Your child will learn to prepare delicious treats that do not require the use of the oven. You will be able to make these treats at home with the supervision of an adult.

_____ **Craft Party (\$30 additional) / ages 5+** - Your party guests will showcase their creativity while learning how to make a personalized craft project. Instruction and supplies are included.

_____ **Photo Booth (\$30 additional)** - You will receive 50 pictures capturing your special day.

The person(s) to whom a permit is issued shall be liable for any loss, damage, or injury sustained by any person by reason of the negligence of the person or persons to whom such a permit shall have been issued. The Director may require such public liability insurance as he deems to be in the best interest of the city.

I have read the Danville Parks and Recreation’s Facility Rental Regulations and agree and accept their terms.

Applicant’s Name (please sign) Date Parks and Recreation Representative Date



Danville Parks and Recreation

William Sgrinia, Director
 parksrec@ci.danville.va.us

P.O. Box 3300
 Danville, VA 24543-3300
 Phone (434) 799-5200
 Fax (434) 799-6562

<u>Little Chef Party</u>	<u>Craft Party</u>
<input type="checkbox"/> Oreo Yummy Balls <input type="checkbox"/> Turtle Smore's <input type="checkbox"/> Cheerios Marshmallow Bars <input type="checkbox"/> No Bake Pumpkin Pie <input type="checkbox"/> Puppy Chow (for people) <input type="checkbox"/> Fruit Burrito's <input type="checkbox"/> Homemade Bagged Ice-Cream	<input type="checkbox"/> Weave A Mini Basket <input type="checkbox"/> Fuse Beads <input type="checkbox"/> Animal Mask <input type="checkbox"/> Printmaking <input type="checkbox"/> Clay
<u>Sports Party</u>	<u>Wacky Games Party</u>
<input type="checkbox"/> Basketball <input type="checkbox"/> Soccer <input type="checkbox"/> Kickball <input type="checkbox"/> Wiffleball <input type="checkbox"/> Floor Hockey <input type="checkbox"/> Dodge Ball	<input type="checkbox"/> Corn Hole <input type="checkbox"/> Newkum Ball <input type="checkbox"/> Flag Frenzy Ball <input type="checkbox"/> Team IniniFlag <input type="checkbox"/> Bowling

**** Staff will arrive 15 minutes prior to the start of the event to allow renter to come in and set up any additional decorations. Only the renter is allowed to enter for setup, all other guest must wait until the start of event.**

All parties include:

- Themed Quarter-Sheet Cake
- One gallon of punch
- Decorations
- Paper Products

I would like the staff at the party to assist with:

- Cutting and serving the cake and handing out presents
- Cutting and serving cake
- Nothing

The person(s) to whom a permit is issued shall be liable for any loss, damage, or injury sustained by any person by reason of the negligence of the person or persons to whom such a permit shall have been issued. The Director may require such public liability insurance as he deems to be in the best interest of the city

I have read the Danville Parks and Recreation's Facility Rental Regulations and agree and accept their terms.

 Applicant's Name (please sign)

 Date

 Parks and Recreation Representative

 Date