



Swan Districts
Gymnastics

PARTY BOOKINGS

Please note that this application will be used as confirmation of your bookings for the period above.

Confirmation email of booking will be sent

Date of Event / /	SUNDAYS ONLY <input type="checkbox"/> 10am - 12pm <input type="checkbox"/> 12.30pm -2.30pm	
Name and Age		
Contact Name		
Address	Post Code	
Phone	Mobile	Work
Email		
Approximate Number of Guests		
Requests	<input type="checkbox"/> Tables x ____ <input type="checkbox"/> Chairs x ____ <input type="checkbox"/> Party games (you provide prizes) Game suggestions _____ _____	

Cost of Party \$ 150 plus \$12 per child (10-24 children) as per your guest list

Cost of party \$200 plus \$12 per child (25-35 children) as per your guest list

Minor adjustmest to your invoice can be made on the day.

If you are providing food and drink at your event, please ensure all **cleaning and removal** of rubbish completed at the end of your event.

You may be charged a \$100 cleaning fee if this is not completed.

This is an alchol and smoke free zone.

Please provide a full guest list no later than 3 days prior to your event.

Office use only	
<input type="checkbox"/> Confirmation sent	<input type="checkbox"/> Deposit received
<input type="checkbox"/> Party invitations sent	<input type="checkbox"/> Invoice generated
Party hosts	
<input type="checkbox"/> Confirm guest list with hostess	
<input type="checkbox"/> Accept payment	
<input type="checkbox"/> Return booking form, guestlist and payment to admin	

We hope you enjoy your event at Swan Districts Gymnastics