

# **BALLROOM PARTY PACKAGE**

## **\*\*FRIDAY EVENING SCHEDULE OF EVENTS\*\***

5:00-7:00 PM	5:00-5:55 PM Ballroom	5:55-6:00 PM Clean-up	6:00-6:45 PM Party Room	6:45-7:00 PM Clean-up
7:00-9:00 PM	7:00-7:55 PM Ballroom	7:55-8:00 PM Clean-up	8:00-8:45 PM Party Room	8:45-9:00 PM Clean-up

## **\*\*SATURDAY SCHEDULE OF EVENTS\*\***

12:00-2:00 PM	12:00-12:55 PM Ballroom	12:55-1:00 PM Clean-up	1:00-1:45 PM Party Room	1:45-2:00 PM Clean-up
2:00-4:00 PM	2:00-2:55 PM Ballroom	2:55-3:00 PM Clean-up	3:00-3:45 PM Party Room	3:45-4:00 PM Clean-up
4:00-6:00 PM	4:00-4:55 PM Ballroom	4:55-5:00 PM Clean-up	5:00-5:45 PM Party Room	5:45-6:00 PM Clean-up
6:00-8:00 PM	6:00-6:55 PM Ballroom	6:55-7:00 PM Clean-up	7:00-7:45 PM Party Room	7:45-8:00 PM Clean-up

## **\*\*SUNDAY SCHEDULE OF EVENTS\*\***

1:00-3:00 PM	1:00-1:55 PM Ballroom	1:55-2:00 PM Clean-up	2:00-2:45 PM Party Room	2:45-3:00 PM Clean-up
3:00-5:00 PM	3:00-3:55 PM Ballroom	3:55-4:00 PM Clean-up	4:00-4:45 PM Party Room	4:45-5:00 PM Clean-up

## **GENERAL INFORMATION AND RULES:**

- **\$75 for members (the birthday child must be a member) and \$100 for non-members.**
- The Ballroom Party Package is for children 7 and under.
- A reservation contract is required. Reservations must be made at least two weeks in advance. The cleaning deposit is due when you reserve a date. The balance must be paid to the Front Desk prior to party time. Cancellations must be made at least one week in advance. Failure to cancel properly will forfeit your deposit.
- Parties include up to 25 kids. \$3 for each additional child. There is no charge for adults. You must have at least 2-3 adult chaperones in the Ballroom.
- You are welcome to decorate and bring in your own food. The party room will be available during the activity portion of the party for set-up/decoration. The YMCA provides tables and chairs. Refrigeration and ice are also available.
- A contract and \$25 cleaning deposit are required for each event. If the areas are clean and ready for the next party upon your exit, your deposit will be mailed back to you. If we need to clean to prepare for the next party, the cleaning deposit will be forfeited.
- It is suggested that the group meet in the front lobby 5-10 minutes prior to the start of the party. The group leader should check in with the front desk and pay the balance at that time, if not already paid. The group will then be escorted to the Locker Room to leave their belongings, if needed, and then be taken to their party area. Locks for the lockers will be provided by the YMCA.
- The YMCA is a non-smoking environment. No tobacco, alcohol or firearms are permitted.

\*\*\*\*\*The Ballroom Party may also be available during school hours if we do not already have it scheduled for our regular YMCA activities. Please call if interested.