

Kids In Motion Gymnastics
2863 Broadway
Oakland, CA 94611
(510) 601-8424 Fax (510) 601-8539
www.kimgymnastics.com

DATE OF PARTY: _____

TIME: _____

Parent(s), thank you for choosing Kids In Motion Gymnastics as a place to celebrate your child's birthday. The parties are a lot of fun and a safe way for children to have a fabulous birthday!

PLEASE READ THE FOLLOWING AND SIGN BELOW.

Remember to bring a tablecloth for the children to sit on, and any food, drinks, dishes, and utensils. Cup cakes, ice cream cups, and finger foods are the easiest foods to bring. We request drinks to be in closed containers.

1. The invitations include a map, parking instructions, and the release form.
2. Make sure all parents of the children attending the party have signed the release form found inside the invitation and have brought them to the party.
3. Write on the invitations that the party is over **10 minutes before** the actual ending time. This ensures that everyone will have enough time to leave the gym at the agreed upon time.
4. When your party is over, please move your group into the hallway outside the gym to allow teachers to set up for the next party or to do their clean up. This will prevent being charged for extra time in the gym. Your assistance is greatly appreciated!
5. Please arrive no more than **5 minutes** before your party starts.
6. All goody bags should be given out as the children leave the gym. If you want to have a piñata at the party, you should bring little bags with each child's name on it to use for the items they collect from the piñata.
7. **If you have children under the age of 4 at your party, ONE ADULT MUST BE WITH EACH CHILD AT ALL TIMES!! THIS IS FOR SAFETY PURPOSES.**
8. **ADULTS ARE NOT ALLOWED ON EQUIPMENT. OUR INSURANCE DOES NOT COVER THEM!**

If you are planning on having more children at the party than you originally confirmed, you need to check in with us a.s.a.p. We cannot guarantee those children can attend, but we will do our best to help accommodate your new request.

CANCELLATION POLICY: If you cancel **more than a month** before your party is scheduled you will be refunded everything but \$75.00

NO refunds will be given if you cancel **a month or less** from the time of your party. Nor can your fee be transferred to another party date.

I have read and understand, and agree to the terms and conditions written above.

PRINT NAME: _____

SIGNATURE: _____ **DATE:** _____

Please Fax Signed Contract to (510) 601-8539