



Party & Wind-up Request Form

PARTY DATE:

At least 7 Days notice must be given for all party bookings

DATE RECEIVED:

STAFF MEMBER:

DAY	TIME	DATE
<input type="checkbox"/> Friday	<input type="checkbox"/> 4pm – 6pm	
<input type="checkbox"/> Saturday	<input type="checkbox"/> 10am – 12noon* or <input type="checkbox"/> 1pm – 3pm	
<input type="checkbox"/> Sunday	<input type="checkbox"/> 10am – 12noon* or <input type="checkbox"/> 1pm – 3pm	

Please note: BIRTHDAY CHILD MUST BE TURNING 5 YEARS + Days and times requested are subject to pool space and staff availability.

BOOKING INFORMATION: For correspondence to the parent/guardian.

Name	Home #
Mobile #	Work #
Address	
Email: (Confirmation will be sent to this address)	
Birthday Child's Name	D.O.B
Sex <input type="checkbox"/> Male <input type="checkbox"/> Female	Age turning
	NB: Must be over 8 years of age to go on large inflatable
Estimated age of party guests	Estimated number of party guests <i>(Minimum of 10 guests required)</i>
Special needs or health conditions	

\$16.00 p/p Confirmation of guest numbers and food choices is required the Wednesday before the party!
Full payment is required the Wednesday before your party

OPTIONAL PARTY ACTIVITIES session times are 1hr only (First hour of the party)

<input type="checkbox"/> Giant Inflatable (8yrs of age +)	\$80.00
<input type="checkbox"/> Waterslide	\$40.00
<input type="checkbox"/> Giant Inflatable (45 mins) + Waterslide (15mins)	\$100.00

All Payments can be made in person at the South West Sports Centre using cash, EFTPOS or Credit Card. Credit Card Payments can also be accepted over the phone

NO OUTSIDE CATERING IS PERMITTED
Includes Birthday Cakes

Do you want party hats? As children get older we are finding these are wasted Yes No

CAFE INFORMATION: Please advise us of any special dietary requirements.

PARTY CATERING Choose any 5	
Party Pies	Mini Hot Dogs
Sausage Rolls	Meatballs and Sauce
Pizza	Sub Platter (Mixture of Meats, Salad & Cheese)
Chicken Munchies	Bowl of chips
Juice Boxes & Water included	

EXTRAS NB: Outside catering prohibited

Ice cream cake (serves 10) Candles Included	\$18.00	
Lolly bags	\$1.00	
Fabulous Seasonal Fruit Platter – serves 10	\$30.00	

Please read and sign the reverse agreeing to South West Sports Centre terms and conditions. Thankyou
Email your completed Party Booking Request Form to wsmith@bunbury.wa.gov.au PTO

TERMS AND CONDITIONS:

Initials

- I agree to provide adult supervision (over 16 years of age) at a ratio of 1 adult for every 10 children attending the party. _____
- I agree that a parent / guardian will be in the water with children aged 10 and under _____
- I am aware that children 8 years of age+ only are permitted on the large inflatable. _____
- The SWSC will provide the equipment for the activities but I will responsible for co-ordinating and supervising the activities. _____
- A non-refundable deposit of \$50 is required to confirm your party / wind-up. Full payment is required the Wednesday prior to the party / wind-up along with final numbers And menu choices. No changes to numbers or the menu after this date. Thankyou _____
- **No refunds for children that do not attend**
- I understand that all guests attending the party will wait as a group in the reception area until being met and taken through to the Aquatic Area by the Duty Manager _____
- Camera's are not permitted in the centre _____
- I am aware that bringing food and Alcohol into the South West Sports Centre is strictly prohibited. _____

SIGNATURE: _____ **DATE:** _____

OFFICE USE ONLY

- Deposit Paid
- Told 8 years plus only on inflatable
- Told no food to be brought into the Centre
- Lane availability checked
- Confirmation Sent
- Information to Admin, Café, Aquatic
- Yes to Party Hats

X \$16		
Equipment Hire		
Extras x Cake		
x Lolly Bags		
x Fruit Platter		
Sub Total		
Less Deposit		
TOTAL DUE		