

Bookings: Reservations for Birthday Parties must be made at least 2 weeks in advance by contacting our office. Once confirmed, a contract will be emailed out for e-signature and full payment is required.

Cancellation Policy: Cancellations must be made at least 14 days prior to a reserved date to receive a full refund, less a \$10 service fee. In the case of a cancellation by Lindenhurst Park District, the renter shall receive a full refund.

Party Times: Birthday Parties are 90 minutes in length and are held on Saturday & Sunday from 10-11:30a, 12:30-2p or 3-4:30p.

Party Package: Lindenhurst Park District will provide a Party Leader to oversee all games, activities and crafts. All necessary supplies for party packages, decorated tables with tablecloths, cake plates, forks and napkins for each child are also included. All other party items are the responsibility of the party host. Parties are 90 minutes in length, 60 minutes of party activity and 30 minutes to celebrate in our decorated party room where renters may provide cake, food or beverages.

Additional celebrating time may be booked at \$30 for each half hour.

Please arrive no earlier than 10 minutes prior to the start of your party. This time will allow you to meet the staff and cover all logistical needs and details of the party.

Parties are set up for children only, parents are welcome to stay. Please have parents/guardians of guests pick up their children within ten minutes of the conclusion of the party. Due to multiple party bookings on any given day, we ask that you please be courteous and have your party completely packed up within ten minutes of the ending time. If time is exceeded, an overtime charge will incur.

Pricing: All pricing is designed for up to 12 children. Additional children are \$5/\$10 each depending on your package with a maximum of 20 children. The total number of guests must be confirmed and paid for by the Wednesday before your party to ensure proper number of staff and supplies.

Parking: Please have your guests park in the upper parking lot and enter through the gym entrance.

Character Visits: Disney Characters such as Belle, Cinderella, Aurora, Anna, Elsa, Snow White or Princess Ariel can make a special appearance at your Heroes & Princesses party for an additional fee of \$50.

Payment Policy: Full payment is required at the time of booking. MasterCard, VISA, Discover, cash and checks accepted. There will be an automatic \$25 service charge on all returned checks and credit cards with insufficient funds. Parties canceled seven days prior to the party date will receive a 50% refund or the party may be rescheduled.