

# Jubilee Sports

## Marital Arts & Fitness Centre

### Party Booking Form

Childs Name:	<input type="text"/>		
Birthday Age:	<input type="text"/>	Approx number of children invited:	<input type="text"/>
Party Date:	<input type="text"/>		<b>Total</b>
Start Time:	<input type="text"/>	Finish Time:	<input type="text"/> £25/hr <input type="text"/>

**Please arrive 15 minutes before your party start time to set up for food etc.**

#### Contact Details

Hirer's Name:	<input type="text"/>
Address:	<input type="text"/>
Email:	<input type="text"/>
Contact Number:	<input type="text"/>

#### Please Choose Your Optional Extras:

Small Bouncy Castle:	<input type="text" value="£25.00"/>	<input type="text"/>
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*Suitable for ages 3-6. Damages must be paid for. Supervise children at ALL times*

Junior Bouncy Castle:	<input type="text" value="£50.00"/>	Junior Bouncy Slide (age 4+):	<input type="text" value="£50.00"/>	<input type="text"/>
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*Suitable for ages 4-12. Damages must be paid for. Supervise children at ALL times*

Approved Face painter:  *Contact Kellie on 07894 496192 or phoenixfacepaint@gmail.com to book*

Other Entertainment?	<input type="text" value="Please advise if you are booking any other entertainment"/>
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Baby Toys Required?	<input type="text"/>	<i>Suitable for upto age 1</i>	Total:	<input type="text"/>
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Deposit:	<input type="text"/>
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Hirer's Signature:	<input type="text"/>	Balance (due on day):	<input type="text"/>
		Date:	<input type="text"/>

Cheques made payable to Jubilee Sports or BACS payments can be made to Account No 54697565, Sort Code 60-14-20

**Please return completed booking form together with your payment to Sarah Parkin at Jubilee Sports or leave in our black postbox at Jubilee Sports, Jubilee Street, Melton Mowbray, Leics LE13 1ND**

## Booking Your Party

*Your Copy*

Check with us first to see if your party date is free

Parties are usually **Saturdays 1-3pm or 4-6pm** (Please talk to us for other options as required)

If you have external entertainers coming in for your party, you may need to book an extra hour for them to set up.

***We do take bookings for longer parties if requested - please talk to us to check availability***

Complete and return the top sheet of the booking form to us ASAP to reserve your date, together with £20 non-refundable deposit (*forms can be left in the black postbox at the side of reception door*). ***Don't leave cash in here***

Deposits are paid in cash, cheque or BACS transfer to Jubilee Sports (Account No 54697565, sort code 60-14-20)

It is the responsibility of the hirer to minimise the risk of damage. ALL BREAKAGES MUST BE PAID FOR

We have a few rules which must be adhered to when using our venue:

- \* **NO SHOES ON THE MATS**
- \* **NO FOOD OR DRINK ON THE MATS**
- \* **KEEP PARTY FOOD IN THE FOOD ROOM**
- \* **WIPE UP, HOOVER UP OR MOP UP ALL SPILLAGES**
- \* **USE THE BINS OR PINK BAGS PROVIDED FOR YOUR RUBBISH**
- \* **ONLY OUR APPROVED FACEPAINTER CAN BE USED**

## On the Day of your Party

We'll be there 15 minutes before your party start time to help you set up

The largest room downstairs will be set up for your party food with a buffet table/tablecloth and benches

It is your responsibility to supervise children at all times, especially regarding safety on the bouncy castle & slide

The café upstairs is self service, milk is kept in the fridge

Hot drinks in the café are £1 per drink. Please put your money in the jar

There's a supply of wipes and kitchen roll to clean up any spillages. Put any rubbish in the bin please

There's a first aid kit on the end shelf of the kitchen downstairs

To limit the transfer of facepaint onto our bouncy castle only our approved facepainter can be used for parties.

There are two speakers in the main hall which can be used if you connect your MP3 player/smartphone/IPOD, please read instructions carefully to avoid damaging the speakers

**There are 30 mins allocated at the end of each party for the guests to leave and for you to hoover and tidy up**

## Booking, Payment and Cancellation Policy

A £20 non-refundable deposit is required at the time of booking to secure your party date

The remaining balance should be paid on the day of the party

Once a booking is confirmed, this will be honoured except in the event of a situation outside of our control and then every effort will be made to reschedule your party or a full refund will be given

*Many thanks for choosing Jubilee Sports as your party venue  
It is our aim to support you to have the very best facility possible for your party.  
If we can help further then please contact us. Thank you very much for your booking.*

Sarah Parkin - 07762 705187 / Steve Parkin - 07710 467241

[contact@jubileesports.co.uk](mailto:contact@jubileesports.co.uk)

[www.jubileesports.co.uk](http://www.jubileesports.co.uk)

**Contact Sheet (for use by you) on the Day of the Party**

<b>Childs Name</b>	<b>Parent/Carer Name</b>	<b>Parent/Carers Telephone number(2)</b>	
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