



Birthday Party Booking Form

First Date Preference		Second Date Preference	
Time Preference	<input type="checkbox"/> 9:00am – 10:30am <input type="checkbox"/> 11:00am – 12:30pm <input type="checkbox"/> 1:30pm – 3:00pm		
Parent's Name			
Child's Name		Age Child is Turning	
Phone Number		Email	
Address		Postal Code	
Number of Adults		Number of Children	
Base Cost of Party Package	<input type="checkbox"/> \$292.50 * (Engage/Inspire member discount) <input type="checkbox"/> \$325.00 (regular) <small>* Membership must be active at time of booking ** Cancellation policy: \$50.00 administration fee to move or cancel any birthday booking. Entire fee non-refundable if cancelled within three weeks of event.</small>		
Gift Bags (\$15.00 + tax each)	Quantity:	Catering	(see next page for options) <input type="checkbox"/> Yes <input type="checkbox"/> No
Would you like to add an additional ½ hour? (\$75.00)	(Only available with 1:30pm timeslot) (please select 3 activities below) <input type="checkbox"/> Yes, charge additional \$75.00 for an extra half hour		
Activity Choices (pick 2)	<input type="checkbox"/> Games <input type="checkbox"/> Tour <input type="checkbox"/> Animal visit (additional \$75.00 fee, only available in Eco-Lab) <input type="checkbox"/> Craft <input type="checkbox"/> Cake & Presents with group <input type="checkbox"/> Food (see next page)		
Credit Card No.		Expiry	
	<small>Please note that we are unable to process "Visa Debit" cards</small>		
Name of Person Filling in CC Info		CVV #	
Name on the card			
Notes			
For Internal Use Only			
Order #		Email Confirmation Letter	
Payment Received		Receive Signed Confirmation	
Book in Binder Calendar		Confirm Room	
Book in Master Calendar		Confirm Staff	
Caterease Contract		Update Caterease Contract	



Birthday Party Catering Order Form

(due no later than 4:00PM on the Friday one week prior to the party)

Date of Party		Name of Birthday Child	
Parents Name			
	<ul style="list-style-type: none"> Catering orders must be received no later than 4:00pm on the Friday one week prior to the party If ordering more than \$35.00 worth of food, you must select the dedicated "Food" time as one of your activities Complete ingredient list is available upon request from the Booking Coordinator *Cancelled catering orders may not be refunded if the food has already been prepared 		
Catering Options (prices not including GST)	Food Options		Quantity
	<input type="checkbox"/> Jumbo All Beef Hot Dog Meal* (\$9.00 + tax each) _____ <input type="checkbox"/> Plant Eater Kids Meal Box* (\$9.00 + tax each) (veggie wrap) _____ <input type="checkbox"/> Meat Eater Kids Meal Box* (\$9.00 + tax each) (ham & swiss wrap) _____ <input type="checkbox"/> Baking Platter – serves 10 (\$35.00 + tax) (muffins, banana bread, mini donuts) _____ <input type="checkbox"/> Fruit Cup (\$5.00 + tax each) _____ <input type="checkbox"/> Veggie Cup (\$5.00 + tax each) _____ <input type="checkbox"/> Assorted Chips (\$2.00 + tax each) _____		
	<p>*Meal options include a juice box, veggies & dip, 3 gummies and a small toy</p>		
	Beverage Options		
	<input type="checkbox"/> Bottled Water (\$3.50 + tax each) _____ <input type="checkbox"/> Coffee Cambro – 10 cups (\$28.00 + tax) _____ <input type="checkbox"/> Oasis Juice Box – Apple (\$1.75 + tax each) _____ <input type="checkbox"/> Oasis Juice Box – Wild Berry (\$1.75 + tax each) _____		
Notes			
For Internal Use Only			
Order #			
Payment Received			
Master Calendar			
Caterease Contract			