



CHATHAM COMMUNITY CENTER

Birthdays Party!

RENTAL INFORMATION

&

REGISTRATION FORM



PARTY INFORMATION

PARTY TIMES:

Birthdays Parties can be reserved Saturdays from 12:00p-2:00p or 3:00p-5:00p and Sundays from 2:00p-4:00p. (No Sundays June 17th-Sept 3rd)

Facilities

Game Room—Entertain children with the use of all the game tables.

Teen Room—Use this room for a dance party on the stage or group games.

Gym - 1/2 of the gymnasium is an option to use during the party for dodgeball, basketball, etc. (45 minutes per party)

Cost:

\$100 for two hours (plus 30 min for set-up/take down)

Payment due at time of request.

Party Staff

Town Staff will assist with tables/chairs and access to refrigeration. Town Staff will be available to answer any questions with set up and breakdown and equipment use. Town Staff does not run the party!

Please note: Birthdays parties at the Chatham Community Center are available to Chatham Residents **ONLY.**



RULES/REGULATIONS

- No inflatables allowed.
- No food on carpet area of game room or in Gymnasium.
- Max of 25 children per party.
- Adults must be present at all times during party and are responsible for ensuring all community center rules and regulations are being followed.
- No Alcohol is permitted on the premises.
- All areas must be cleaned of trash and/or decorations after party by renters.
- Game Room- game tables and equipment are to be used for their intended purposes. If equipment is broken due to negligence, renter will be charged for replacement of said equipment.
- Teen Room-Video game use is not permitted.
- Gym- Renters may request the following equipment to be used: dodgeballs, basketballs, pillow polo, soccer balls. If any equipment is broken due to negligence, renter will be charged for replacement of said equipment

I have read and agree to all of the above Rules and Regulations

Signature

Date

Chatham Community Center Birthday Party Request Form:

Resident Name: _____

Resident Address: _____

Resident Phone Number/Email:

P. _____ E. _____

Date Requested: _____

Time Requested:

Saturday ~ 12:00-2:00 _____

Saturday ~ 3:00-5:00 _____

Sunday ~ 2:00-4:00 _____

Facility Room Requested: _____

Number of Guests (25 max): _____

The requesting individual assumes all responsibility for those attending and agrees to hold harmless and indemnify the Town of Chatham, Recreation & Beaches Department, its employees, and volunteers for any accident or injury that may occur while on Community Center property. In addition, all damages which occur during said use are the sole responsibility of the requesting group. All building rules & regulations apply to this request. In particular there will be no use of weapons, illegal drugs, controlled substances & alcoholic beverages.

Resident Signature

Date

Form/Fee received

Ck#: _____ Amount: _____ Date: _____