

BIRTHDAY PARTIES

AT FRANKLIN ATHLETIC CLUB

A Franklin Athletic Party is easy to plan and fun to be a part of. We have been hosting memorable Birthdays for over 50 years!



GENERAL 2 HOUR PARTY:

Includes one staff supervisor to help set up and clean up. The banquet room or back of café entire two hours, Gym for 1 hour and 15 minutes, Gym toys, bikes (if age 5 and under.) This is for up to 15 children.

Price: Starting at \$350

ADDITIONAL PARTIES & ADD ONS:

Basketball Party: \$350 plus a Basketball coach for an additional \$125.00 (coach is for one hour and 15 minutes)

Gymnastics Party: \$475 which includes a gymnastics Coach. (coach is for one hour and 15 minutes)

Swim Party: \$475 which includes the lifeguard and pool area for one hour.

Bounce House for Gym Time: \$200.00

Additional ½ Hour to Extend Gym Time: \$100.00 per half hour

- * \$150.00 nonrefundable deposit is required at booking
- * \$200 plus your Non-Refundable birthday party balance is due in full on the Friday before your party
- * We ask that you inform us 7 days prior to your party with the final count. **For each child over the 15 child limit you will be charged \$10.00.** This applies to anyone that plays at your party age 1year- 18 years of age. If we are notified after the one week or more than the confirmed number of kids attend there will be a \$20.00 per child fee applied. Please keep in mind we do not recommend more than 30 children per party. We do not accommodate or provide seating for any adults you invite your party.
- * **\$50.00 overtime charge:** This will be applied to your account beginning 10 minutes past your allotted time and for each 15 minute increment after.



FRANKLINCLUB.COM (248) 352-8000 EXT. 314
AFARR@FFRC.NET

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HOW TO BOOK YOUR PARTY

Step 1

Contact afarr@ffrc.net or 248 352-8000 EXT. 314 to schedule a tour to see the spaces you will be renting for your party. This will give you a better idea on how to plan for your party and get an idea of how you can set up your eating room and what you will need to bring.

Step 2

Choose your party time. Parties are available on some Saturdays (depending on club programs) and Sundays. Time slots are predetermined based on your preferred day and party room. Due to our offerings it makes it very difficult to move time slots or to add on extra time to your party.

PARTY POLICIES

No event will be booked without a non-refundable deposit at least two weeks prior to the scheduled event.

- Renter shall pay a total of \$150 to secure their event and will come off the renter's bill the day of their event.
- A Franklin staff member will call/email to confirm your party about one week prior to your party date. At this time we will need a confirmed number of tables needed to be set up.
- As an Event coordinator, please make sure you have a phone number for each guest in case of an emergency.
- All participants will have to have a parent or guardian sign a waiver at the door before entering the party space.
- Please have your guests arrive at the time of your scheduled event. If any guests arrive earlier they will not be allowed in party area
- Please do not arrive more than 30 minutes before your event is scheduled to begin. There will not be an event room available until that time due to the fact that we schedule many events in a day. No party materials may be dropped off prior to the allowed set up time of 30 minutes. Additional set up time may be purchased in advance if available.
- No wall hangings or decorations may be applied to walls, doors, or windows. Free-standing screens may be brought in for decoration.
- Please be prompt. Your scheduled event will not begin until the organizer is present.
- Your event will end at the scheduled event time and allow 30 minutes after for cleanup, again due to the amount of events we book in a day. A \$50.00 overtime charge will be applied to your account beginning 10 minutes past your allotted time and for each 15 minute increment after.
- You can schedule additional time but you need to do so two weeks before your scheduled party.

• Franklin Athletic Club is not responsible for any lost or damaged items.

If bringing in any additional entertainment or activities Franklin must be notified in advance, as we have certain guidelines that must be followed.

- You must inform our birthday manager upon booking if you plan on bringing outside entertainment such as party planners, face painters, caterers, etc.; as Franklin has its own policies regarding these activities.
- Additional time must be purchased at least two weeks in advance. No exceptions!
- Parties are only allowed to have clear liquids at the event. (water, sprite, clear juice, etc). If excessive damage or messes are left to the banquet room, a \$50 maintenance fee will be applied to the amount of the final bill.
- Food and beverages are allowed in the eating room only! Food and beverages will not be allowed in the gymnasium or hallways.
- All party packages provide 8ft rectangular tables in the banquet room. You will provide all table coverings, paper products, plastic ware, utensils, serving dishes and serving utensils.
- The \$150 deposit is non-refundable and confirms your event date. \$100 of your deposit will be deducted from the remaining cost of your event and the remaining balance will be due the Friday before your event
- Rescheduling an event must be done at least 10 days prior to your original schedule date to ensure a deposit transfer.
- Payment is due in full by the Friday before your event.
- A valid credit card must be kept on file here and will be charged following your event if payment isn't received by the date of your party.