Thank you for choosing The Fieldhouse for your party. Our goal is to make this easy on you and fun for your guest. Please review the following information if you have any questions fill free to call us at 740 454-2224. Once you have scheduled and paid for your party, please email or mail to The Fieldhouse

**What is provided:**

* Party room with 5 tables and seating for 20 where your guest can eat and mingle:

1. Group Fitness room next to pool Members- $185 Non-Mem- $200
2. Connector next to Field #2 Members- $185 Non-Mem- $200

\*Add pool to package two for an additional $20

At your request additional table and chairs can be made available.

* Space for your guest to play:

1. The pool is available but will also be open to our members. To avoid over crowding we need to know if you anticipate more than 10 of your guests wanting to swim. It is our goal not to overlap the time of parties using the pool by more than 15 minutes.
2. Field space or basketball courts may be used by your guest as available provided you have adult supervision in these areas. During our busy times season, October-March, space will be more limited due to league play. We recommend you schedule your party in the Connector if most of your guest are not swimming and you want extra space to play. This party room includes half a grass field with 2 basketball hoops.

* Balls are provided for field and pool use. We ask that you return all equipment at the end of the party. The equipment in the pool: bar bells, kick boards, handicap chair, etc., are for aquatic classes only. Please make sure your guests do NOT use these items.

**What you need to bring:**

* **Food** - No restrictions we just ask that you deposit all left over in proper containers liquids as well as solids. Refrigeration/freezer space is available. Pizza can be delivered
* **Decorations** - Due to limited time between parties (we guarantee 15 minutes) we suggest minimizing decorations. Helium balloons or Pinatas are not permitted. Please limit taping to mirror surface (nothing on walls). Tables cloths are recommended (table in group fitness are cafeteria tables are available in the connector).
* Remind your guests of pool parties to bring a **towel**. Arm Swimmies and life jackets are welcome but NO other personal swim devices please.

**Guidelines for scheduling Parties:**

* Party must be paid in full at time of reservation and contract is to be emailed ASAP
* Parties are 2 hours in duration and up to 40 persons. Parties can be scheduled as available on Fridays, Sat or Sunday. Available time will vary throughout the year due to hours of operation and scheduled programs. Additional time can be purchased to extend your party or decorating time.
* No refunds on birthday partys canceled less than 10 days of scheduled date. Parties can be rescheduled or partially refunded with 10 or more days advanced notice (full refund if canceled 3 or more weeks in advance).

**Please complete the following contract and email it to** [**fieldhouse300@hotmail.com**](mailto:fieldhouse300@hotmail.com) **or mail it to The Fieldhouse, 300 Sunrise Center Rd, Zanesville, Oh 43701**

I \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_have schedules a party on \_\_\_\_\_\_\_\_\_\_ at \_\_\_\_\_ to \_\_\_\_\_ for

(your name) (dt of party) (time of party)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ at\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

(your child’s name) (Location of party: Group Fitness room or Connector)

If you need more than the 5 tables, or seating for more than 20, please indicate here how many *more* tables or chairs you will need \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. I anticipate approximately \_\_\_\_\_\_\_\_ guests. If more than 10 of your guests will be using the pool please indicate, approximately, how many swimmers you expect\_\_\_\_\_\_\_\_.

By signing below, you are confirming that you have read and understand the above guidelines and responsibilities. Furthermore, you are agreeing to provide adult supervision in all areas your young guest will be playing. You also agree to enforce the rules in the pool area to ensure the safety of all.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Your Signature today’s date amount pd