

Office Use Only				
HH#	DOE	Room	#Kids	#Adults
Notes:				

Party Information and Guidelines

In order to ensure a great party experience for all, we ask that you please be aware of the following party guidelines and information. Parties are booked on a first-come, first-served basis and full payment is due at the time of the reservation.

General

Cake: The birthday cake is NOT included in the party fees. The only outside food that is permitted is birthday cake and ice cream. Please bring your own candles, cake knife, lighter, utensils and paper goods for cake.

Paper Products: We will provide a private table with paper products (cups, napkins, plates) for package participants only to be used for pizza.

Party Leaders: Will welcome you, review the celebration plan, make food arrangements, and clean up.

Food: Two pizza and two pitchers of pop included for package guests only, however additional food is available at the Harvey Hut to order for other guest. Menu will be provided once party is booked.

Additonal Costs: Additional adults are \$8.00 per person.

Refund Policy

Refunds will not be issued for parties canceled within seven days of the event. There is a \$60 cancellation fee otherwise.

Inclement Weather Policy

Depending on the severity of the weather and the availability of rooms, parties may be postponed or moved indoors to the Troy Community Center. Done at the discretion of the Supervisor and is not guaranteed.

Facility Use Agreement

Parties are subject to all policies, rules, and regulations of the Aquatic Center.

- The undersigned hereby verifies that they understand the following:
- 1. Children 6 years and under must be directly supervised in the water by an individual 16 or older who must be an arm's length away at all times.
- 2. Children over 6 years of age but under 10 must have an adult within the facility at all times.
- 3. Appropriate and approved swim wear is required. Males cannot swim in basketball shorts.
- 4. Swim diapers and rubber pants are required for children not yet potty trained. These are available for purchase at the concession stand.
- 5. For safety reasons flotation devices and toys are not allowed in the facility (with the exception of Coast Guard approved life jackets).
- 6. To ride the body & tube slides you must be 42" tall and a swim test may also be required.
- 7. Outside food and drinks are not permitted into the facility; a concession area offers food and drinks for sale and an outdoor picnic area is available outside the facility.
- 8. No swim goggles are permitted while riding the slides.
- 9. Understand that TFAC is not open during inclement weather. Staff will contact the applicant to discuss the status of the event.
- 10. Alcohol is prohibited in Aquatic Center, parking lot or on adjacent properties.
- 11. Smoking is prohibited on Aquatic Center property.

This application is not valid until authorized by the City of Troy and signed by patron below as an acknowledgment and agreement to all the terms and conditions. Payment is due in full at the time of reservation. Refunds will not be issued for parties canceled with seven days of the event. All rules and adult/child ratios must be followed while using the facility, including parents directly supervising children in the water.

Visa/MasterCard # (required)

_____ Expiration Date _____

Signature authorizes the City of Troy to charge your credit card for all party costs and expenses incurred after initial payment.

Approved: Recreation Department Date

Ali Miller, Event Coordinator • 248.524.1546 • a.miller@troymi.gov

Troy Family Aquatic Center • 3425 Civic Center Dr, Troy MI • 248.524.3514 • tfac.troymi.gov



Applicant's Signature _____ Date _____