

# Birthday Party and Room Hire

## Terms and Conditions

### BOOKINGS

There are four time slots available per day: 10am, 12pm, 2pm and 4pm. If necessary we may be able to make adjustments to these times.

Bookings can be made in person or over the phone. A 50% deposit is necessary to secure your booking and this payment must be made within 24 hours of making your booking. Bookings need to be made at least seven days before your event, and cancellations must also be made seven days before your event or you risk losing your deposit.

However, if you need to reschedule your party this can be done free of charge.

### CONFIRMATION AND PAYMENT

You will receive an email to confirm your booking. Final confirmation of guest numbers is required seven days prior to your booking date.

### ARRIVAL ON THE DAY

Your private room is only available to you 10mins before your party starts. However, you are welcome to swim prior to your event.

Payment must be made either before or on the day of your booking.

You will have full use of the private room for 60mins. You are welcome to freely enter and exit the party room over the duration of your booking time. If your event is catered by us you will be served your food and drinks, which will be ready upon entry. Children can then return to the pool area for unlimited play. If you have paid for the use of the hydroslide separate terms and conditions also apply, including our height restriction of 120cm. These are available at our website

[www.icc.govt.nz/splashpalace](http://www.icc.govt.nz/splashpalace)

### HEALTH AND SAFETY/ ROOM BOOKING RULES

You are responsible for your party guests at all times during your time at Splash Palace.

All staff on the premises are Qualified First Aiders and are here to help.

Please make sure all rubbish is cleaned up, and placed into the rubbish bins provided.

If we find the room is left in an unacceptable manner, or if there is damage, you will be charged an extra fee of up to \$100.

Liquid Cafe does not accept liability for any personal property damage or loss or personal injury. However, we do have a lost property box where we hold items for a maximum of two weeks.

### SPLASH PALACE POOL ALONE POLICY

Children aged five to seven years must wear coloured wristbands, which are provided at Splash Palace reception. This helps us to identify young children and to make sure they are being appropriately supervised. This Policy applies to all children.

All children aged 6 and under must be within arm's reach of their supervising parent or caregiver. A ratio of one supervising adult per two children is also required. Our pricing schedule allows one adult to swim free with any paying child up to the age of six years.

Parents and caregivers not appropriately supervising their children will be warned and then subsequently required to leave the facility if the behaviour continues.



[www.splashpalace.co.nz](http://www.splashpalace.co.nz)



[facebook.com/splashpalace](https://facebook.com/splashpalace)



(03) 217 7506



## MEETING ROOM TERMS AND CHARGES

### First Hour - \$60

Hire of less than an hour is charged in quarter-hour increments.

### Meeting Room Second Hour + (charged hourly) - \$30

### Meeting Room Full day - \$250 - (9am - 5pm)

You are responsible for your guests at all times during your time at Splash Palace

All staff on the premises are Qualified First Aiders and are able to attend to any incident.

Please make sure all rubbish is cleaned up, and placed into the rubbish bins provided.

If we find the room is left in an unacceptable manner, or if there is damage, you will be charged an extra fee of up to \$100.

Liquid Cafe does not accept liability for any personal property damage or loss or personal injury.

However, we do have a lost property box where we hold items for a maximum of two weeks.

Cafe staff will clean all used dishes and cutlery.

# Birthday Party Form

Requested Date: \_\_\_\_\_ Time bracket: 10am 12pm 2pm 4pm

Parent/Caregiver Name: \_\_\_\_\_

Child's Name: \_\_\_\_\_

Contact No: \_\_\_\_\_ Email address: \_\_\_\_\_

Options:  Room hire  Catering and room hire

Number of Guests: \_\_\_\_\_

Girl  Boy  Other

I have read and understand the terms and conditions

Please see staff for catering options



[www.splashpalace.co.nz](http://www.splashpalace.co.nz)



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