



Party celebrant's name \_\_\_\_\_ Event being celebrated \_\_\_\_\_

Parent/legal guardian's name \_\_\_\_\_ Membership number \_\_\_\_\_

Email \_\_\_\_\_ Phone \_\_\_\_\_

Party type:  Art Center  Ice Skate  Kidspace  Mini Golf  Pool, SplashDown  Roller Skate

Party date \_\_\_\_\_ Party time \_\_\_\_\_

**Cancellations**

- If Columbia Association (CA) cancels due to facility closure, the party may be rescheduled or a refund may be granted.
- If signer cancels with less than five days notice, fees from items already purchased will not be refundable.
- If signer cancels with more than five days notice, they may choose to reschedule or receive a refund.

**Guidelines**

- Final party details are due the five days before the party date.
- Party host may access table 15 minutes before the start of the party for setup.
- All party food and drinks must remain at the party table. We can not refrigerate/store food. Food deliveries must be accepted by the party host. Staff will not accept food deliveries.
- Decorations are restricted to tables and chairs. No decorations may be taped or tied to any part of the facility. No confetti or pinatas.
- The DIY Party is fully responsible for cleanup and must be completed within 15 minutes of the scheduled party end time. Trash bags are provided.
- There is a \$25 cleanup fee for any party that does not clean up after the party.
- The following items are prohibited: music, glass bottles, alcohol, grills, catering, outside services/vendors.
- Aggressive or potentially harmful behavior is not permitted and any party participant may be removed for these reasons.
- CA is released from all claims, actions, damages and liabilities.

**Cost**

- Fees are based on CA membership status.
- Art Center DIY Party includes art activity and reserved tables for up to 20 participants.
- Ice/Roller Skate DIY Party includes skate admission, skate rental and rinkside reserved tables for up to 20 participants.
- Mini Golf DIY Party includes mini golf, equipment and tables reserved under an outdoor pavilion for up to 20 participants.
- \$10.00 additional cost for each party participant over 20 participants.
- DIY Parties must follow party guidelines specific to the facility.
- Additional services/amenities may be available based on the facility.

Cost of party \$ \_\_\_\_\_

**Total due with agreement \$** \_\_\_\_\_

Number of participants over 20 \_\_\_\_\_ x \$10.00 = \$ \_\_\_\_\_

**Total due at party \$** \_\_\_\_\_

**Notes**



**Appendix A: COVID-19 Terms and Conditions**

- Renter agrees that they shall comply with all COVID-19 restrictions, guidelines and protocols set by the Centers for Disease Control, the State of Maryland and Howard County, Maryland that are in effect during the term of this Contract. Such restrictions and guidelines may include, but are not limited to, requirements regarding social distancing, the use of face masks or other protective wear and limits on the number of persons permitted in the facility.
- Renter acknowledges that COVID-19 is a highly contagious disease and even the most rigorous safety precautions cannot guarantee against the risk of exposure or infection. The Renter further acknowledges the risk that any person employed by the Renter may be exposed to or infected by COVID-19 during the facility rental and that such exposure or infection may result in bodily injury, illness, permanent disability and death.
- The Renter assumes the risk of exposure to and infection from COVID-19. The Renter agrees to accept responsibility for any injury (including, but not limited to, bodily injury, disability and death), illness, damage, loss, claim, liability, or expense, of any kind that the Renter may experience or incur in connection with this contract and agrees to indemnify CA against any such claims and liabilities.

**I acknowledge, accept and agree to the terms set forth in Appendix A: COVID-19 Terms and Conditions.**

Parent/legal guardian signature \_\_\_\_\_ Date \_\_\_\_\_

The signer of this agreement assumes the responsibility of assuring that party participants are released to a parent/legal guardian or authorized person and must wait until all party participants have been properly released. The signer is required to stay during the party.

The party area(s) must be left in the same good condition and repair as it was in at the beginning of the party. The signer of this agreement agrees to reimburse CA for any and all expenses involved in repairing or restoring the area(s) and any contents, structures, or objects therein to their condition.

In case of unforeseen circumstances, such as power outages or severe weather, CA reserves the right to close the facility. Please contact our hotline at **410-715-3154** for daily updates.

**I acknowledge, accept and agree to the terms set forth in this CA DIY Party Agreement and agree to provide final payment of all additional costs.**

Parent/legal guardian signature \_\_\_\_\_ Date \_\_\_\_\_