

Windsorland

Windsor Recreation and Leisure Services
860.285.1990



Contact Name (Parent/Guardian)	Address:
Birthday Childs Name:	Phone Number: (H) _____ (W) _____
Rental Rates (please circle one) 1 hr 2hr 3hr 4hr 5hr 6hr Any Addons: Fee:	Time of Event: Please see hourly pricing listed below Start Time: _____ End Time: _____ No party shall start before 12:00 p.m. or end after 8:00 p.m.
Party Date Requested:	___ I do I do not ___ give permission for myself or to appear in any media outlets that are approved by the Windsor Recreation Department.
Email Address:	Type of Event: Birthday Party Baby Shower Other:

Rental Rates for Windsorland Party Playroom

2 hour	3 hour	4 hour	5 hour	6 hour
\$125	\$220	\$250	\$305	\$360

*Please note that party time includes both set up and take down time

Party Addons

Pizza \$40 2 party pizzas enough to feed 25 people

Birthday Cake \$35 enough to feed 25 people

Bounce House \$300

Pizza and Birthday Cake \$75

Ultimate Party Package \$375: bounce house rental, pizza and birthday cake

Renter Signature: _____

Date: _____

Approved By: _____

Date: _____

Amount Charged for Party: \$ _____

Deposit Amount Paid \$ _____ (can not be less then \$75.00)

Remaining Balance: \$ _____

Important Notes

- ✓ Be sure to contact the Windsor Recreation and Leisure Services as far in advance as possible to schedule your date. Facility use and reservations are on a first come, first served basis. All parties require approval.
- ✓ Parties can be book from September 9th – May 20th
- ✓ Submission of the form constitutes a *reservation request only*, the reservation is not complete until fees are paid, and the applicant signs the form below.
- ✓ The reservation is not official until the Windsor Recreation Department approves the rental request.
- ✓ If you submit your application online and your application is accepted you will be contacted by the Windsor Recreation Department
- ✓ 3 long cafeteria tables are included with each rental. Each table has 12 seats.
- ✓ A \$75 deposit is due when you make a reservation.
- ✓ Remaining balance payment is due in full one week before your party. If payment is not made Windsor Recreation and Leisure Services has the right to cancel your reservation. In the event that you do not show or cancel your reservation, there will be no refund granted.
- ✓ For a full refund a reservation must be canceled within 5 days prior to the party.
- ✓ Windsorland is located at the Community Center at 330 Windsor Ave. Windsor, CT
- ✓ Please contact the Recreation Main Office with any questions at 860.285.1990

***A \$75 Deposit is due when you make a reservation.**

***The remaining balance is due 1 week before your party. If payment is not paid in full Windsor Recreation and Leisure Services has to right to cancel your reservation.**

***For a full refund a reservation must be canceled 5 days prior to the party.**

Prohibited Activities

Defacing or tampering with buildings, pollution, removal of natural resources and graffiti. Bouncy and or inflatable equipment of any kind is prohibited. Possession or consumption of alcoholic beverages in the building or parking lot area.

In consideration of being allowed to participate in the Town of Windsor Recreation and Leisure Services activities, the undersigned acknowledges, and agree that: The risk of injury from the activities involved in this program may be significant, including the potential for permanent paralysis and death, and while particular rules equipment and personal discipline may reduce this risk of serious injury does exist; and I knowingly and freely assume all such risk, both known and unknown. I, for myself and on behalf of my heirs, assigns, personal representatives and next of kin, I hereby release and hold harmless the Town of Windsor Recreation and Leisure Services, its employees, volunteers, commissioners, sponsoring agencies, sponsors and advertisers with respect to any and all injury, disability, or death incurred while traveling to or from or participating in the above mentioned trips or activities.

I have read the Windsorland Rental Request Form and understand that a \$75.00 deposit is due when I make the reservation. I also understand that the balance due is due 1 week before my party.

_____ Yes

Signature: _____

Date: _____