

# Puppet Parties

Please complete this form to reserve a party for your group.  
Party confirmation is contingent on Instructor and room availability

Party Date: \_\_\_\_\_ Party Time: \_\_\_\_\_

**Puppet Show Party Themes:** (2 hour block of time)

- \_\_\_ 4 - 10 yrs Princess and the Unicorn
- \_\_\_ 4 - 10 yrs Frog Prince
- \_\_\_ 3 - 9 yrs Dinosaurs
- \_\_\_ 4 - 10 yrs Pirates
- \_\_\_ 3 - 8 yrs The Wild Things
- \_\_\_ 3 - 9 yrs Nemo and the Sea World
- \_\_\_ 3 - 8 yrs Fairy Tales (Cinderella or Rumpelstiltskin)
- \_\_\_ 3 - 8 yrs Fairies & Leprechauns

Fee: \$300 Max. of 20 children \$ \_\_\_\_\_

Deposit \$100 \$ \_\_\_\_\_

Approximate expected attendance: \_\_\_\_\_



Name of Birthday Child \_\_\_\_\_ Age: \_\_\_\_\_ Birthdate: \_\_\_\_\_

Telephone: Day: \_\_\_\_\_ Evening: \_\_\_\_\_

Contact person on site during party: \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

Your payment along with a refundable **deposit of \$100** is due immediately to hold this reservation. The deposit is refundable after final assessment of the party room (cleaning etc.). A 30 day notice of cancellation is required to receive a full refund. Less than 30 day notice is loss of \$100 deposit. Less than 7 days notice is loss of \$100 deposit & 50% of party fee. Changing party dates will result in a \$25 transfer fee, must be done no later than 14 days prior to original party date and is subject to availability. In the event that the Community Center cancels the party date, you will receive a full refund. The party fee covers the Puppet show and the use of the party room. Should you arrive early or stay later than 15 minutes beyond your above stated party time, you will be charged accordingly.

**Please make checks payable to: Mill Valley Parks & Recreation. We accept Visa, MasterCard, Am Ex or Discover**

Cardholder Name (as it appears on card): \_\_\_\_\_

Credit Card#: \_\_\_\_\_

Expiration Date: \_\_\_\_\_ V-code: \_\_\_\_\_ Last 3 digits of number found on signature line of card.

Billing Address: \_\_\_\_\_ Billing Zip Code: \_\_\_\_\_

Be sure to read and sign below: I hereby agree to indemnify and hold harmless the City of Mill Valley and its officers and employees from and against any and all liabilities for any injury which may be suffered by me or by my child arising out of or in any way connected with participation in the program noted above. In case of emergency, my child may be treated by a qualified physician. I give permission to use mine or my child's photograph in Mill Valley Recreation brochures or publicity.

Date: \_\_\_\_\_ Signed: \_\_\_\_\_

**For Office Use Only**

**Rental #**

\_\_\_\_\_

Deposit & Party Fee Processed \$ \_\_\_\_\_ By: \_\_\_\_\_ Date: \_\_\_\_\_ Payment method: \_\_\_\_\_

Party Package completed: By : \_\_\_\_\_ Date: \_\_\_\_\_ Deposit Returned : \$ \_\_\_\_\_ By: \_\_\_\_\_ Date: \_\_\_\_\_