

SPECIAL/OTHER REQUIREMENTS

TERMS AND CONDITIONS

1. All correspondence relating to birthday parties is to be directed to recquatic@kwinana.wa.gov.au.
2. Birthday Parties are booked for 2 hours which includes 30 minutes in the café and 90 minutes of activities (except discos which run for 2 hours – food will be brought to the room) (excludes option (3))
3. A minimum of ten (10) children must be booked/paid for.
4. Catering for party guests must be organised through the café, however parents may bring cakes, lolly bags and soft drinks. Please note that the centre is glass-free and alcohol free.
5. Option (3) Pool Party \$12 excludes party hosts, in house catering and cleaning options. Host is required to provide own catering and cleaning (if required). No facilities are available for cooking or storage. Cafe Splash can not guarantee it will be open for your booking.
6. The party price includes catering for children only. (excludes option (3))
7. In the case of cancellation, the deposit will be forfeited.
8. A 20% surcharge applies on Sundays. Bookings will not be taken for public holidays.
9. Prices are subject to increase by CPI each financial year.
10. A deposit of 50% must be paid at time that the booking is confirmed by Kwinana Recquatic and the balance paid at least 7 days prior to the party date.
11. Confirmation of a booking occurs when you receive an email with an attached copy of your Birthday Party Application Form from the Recquatic email address stating "Confirmation of Booking".
12. Confirmation of booking with final number must be received via email one week prior to the function.
13. One staff member will be provided to organise and run games, however this does not replace the requirement for parents to supervise children.
14. Parents must provide adequate supervision of children. Under 12s using the pool must be adequately supervised by an adult (16+) and under 5s must remain within arm's reach of an adult while in the water.
15. All equipment requirements i.e. chair/s and table/s are to be advised on the booking form.
16. Kwinana Recquatic is a government building and smoking is strictly prohibited inside the venue (including the fenced outdoor area) or within 10m of any entrance or window.
17. Additional charges can include; cleaning time, damage to the Centre or failure to comply with Kwinana Recquatic rules etc. Kwinana Recquatic has the right to charge additional fees to the hirer.
18. Any decorations to be displayed must be authorised prior to the booking. Any repairs required as a result of the placement of decorations will be charged to the hirer.
19. Any electrical equipment brought in must be tested and tagged in accordance with AS/NZS 3760 (and display current tag).
20. Kwinana Recquatic will not be held responsible for the loss or damage of personal or other belongings. If you do lose an item please contact the centre immediately.
21. Kwinana Recquatic Management has the final say on all decisions relating to the above and the booking on the day of the function and their decision will be final.
22. Kwinana Recquatic reserves the right to cancel a booking if confirmation and payment is not received 7 days prior to the booking.

DECLARATION

I confirm I have read the Kwinana Recquatic facility hire terms and conditions and conditions of entry; I agree to abide by all of these terms and conditions and I am responsible for payment of all fees and charges associated with this application.

I confirm that I have the authority to make this application of behalf of the above organisation.