



# Birthday Party Request Form

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**Birthday Child's Name:** \_\_\_\_\_ **Birthdate:** \_\_\_\_\_ **Boy or Girl**  
**Parent or Guardian's Name:** \_\_\_\_\_  
**Address:** \_\_\_\_\_  
**Phone:** Hm \_\_\_\_\_ Wk/Cell \_\_\_\_\_ **Email Address:** \_\_\_\_\_  
**How did you hear about us?** friend/family • website • internet search • facebook • flyer • other \_\_\_\_\_

Birthday Parties take place on Sunday afternoon, with start times between 3:30 and 6pm.

**What date would you like to request?** 1st choice: \_\_\_\_\_ 2nd choice: \_\_\_\_\_

Parties are 2 hours in length. **What time would you like your party to begin?** \_\_\_\_\_

**Craft:** Tiara • Wand • Picture Frame • Jewelry Box • Special Request: \_\_\_\_\_ (please circle one)

**Dance Style:** Please choose from **Ballet • Hip Hop • Jazz • Create-Your-Own-Dance Party** (please circle one)

Children are able to participate in the dance lesson no matter what their dance background or skill level.

**Theme:** \_\_\_\_\_ We will do our best to plan a party to reflect your chosen theme.

**Extra Options** (circle if desired)

**Party Treats:** \$40 (12 servings) or \$70 (24 servings) -- Cupcakes\*, Ice cream, and a Beverage.

\*Cupcakes are custom made by Heartstrings Baking Co. If selected, you will be asked for your flavor choices.

**Party Supplies:** \$30 -- Pink • Blue • Red • Rainbow (please circle one) -- Plates, Napkins, Cups, Spoons

**Princess/Prince Package:** \$75 -- Package includes "Prima Ballerina" special guest, dress-up clothes for all party guests to use during party, and a tiara/crown for the birthday child to keep.

**Extra Guests:** If more than 12 children attend, a charge of \$5.00 per extra child will apply. (20 children maximum)

**How many extra children will you have?** \_\_\_\_\_ This number will need to be confirmed one week prior to the party.

**Deposit:** The base cost for a Birthday Party is \$200. We require a non-refundable deposit of \$100 when you confirm your birthday reservation. The remaining balance of \$100 (plus the cost of any extra options) will need to be paid on or before the day of your party.

**Deposit:** Amt \_\_\_\_\_ Date \_\_\_\_\_ | cash check credit | Auth # \_\_\_\_\_ **Balance Due:** \$ \_\_\_\_\_

**Things to Bring:** treats and beverage of your choice, party supplies (plates, napkins, etc.), candles, lighter, knife to cut cake, table clothes, decorations, party favors

**Momentum Provides:** tables, chairs, craft supplies, trash bags

**Set-up/Tear Down:** 20-minutes prior to and after the party is the *maximum* time allowed for setting up and taking down decorations and party supplies. Thank you for your cooperation.

**Party Itinerary:** Dance (60 min), Craft (25 min), Presents and Treats (30 min), Performance (5 min)

**Proper Attire:** Leotards and tights --or-- leggings/sweatpants and a t-shirt with ballet slippers or socks.

**Hold Harmless Agreement:** All children attending the party must have a Hold Harmless Agreement signed by their parent (or guardian) prior to the start of the party.

**Parent/Guardian Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_