

Averon Leisure Centre & Library Alness

Little Monkeys Party Booking Form



Please return this completed form to the Averon LC Reception either by hand or by email: averonleisurecentre@highlifehighland.com if by email, you will be phoned to make payment to secure the booking 01349 781 751

Name of Parent /Carer			
Name of Parent /Carer			
Telephone Number	Land Line:	Mobile:	
Address:	Date of Party:		
E Mail:			
	Friday: 4.30pm-6.00pm	<input type="checkbox"/>	Saturday: 9.30am – 11.00am 11.30am-1.00pm
<p>Max. no. of children per Little Monkeys Party booking is 20 Maximum age 10</p> <p>It will be up to the party host/s to rotate the adults supervising the children. Children's supervision is the responsibility of the bookee/s children must not be left unsupervised at any time.</p> <p>On finding unsupervised children in the play facility, the centre supervisor will stop play until a parent is again present.</p>			
90 minutes reserved use of the Little Monkeys Soft Play plus use of the Party room			£116.45
Please sign below to confirm that you have read and understood the terms and conditions listed overleaf			
P.T.O			
Bookings are only secured once full payment has been made			
Customers Signature:		Date booking was confirmed:	
<p>IF REQUESTED CHANGE FROM INITIAL BOOKING</p> <p>eg. adding on Bouncy Castle which would be an additional £36.10 bringing the overall capacity to 30 children. A maximum of 20 children can be in the Bouncy Castle at any one time.</p> <p>Also if you are hiring eg. a DJ or additional entertainment etc. we will need to be aware of this in advance and any suppliers will also be required to setup and remove all equipment within the agreed time slot.</p> <p>PLEASE NOTE! FACE PAINTING is not permitted during parties due to paint getting on the surfaces of the Bouncy Castle and Little Monkeys.</p> <p>We cannot permit any inflatable play equipment eg. Bouncy castles from either a hire company or privately owned, to be used on the premises for private parties.</p>			
NOTES			

LITTLE MONKEYS

Terms and Conditions of Booking

Highlife Highland do not permit use of indoor or outdoor inflatables from 3rd party companies or privately owned in or on their premises.

Full terms and conditions are held at the Averon Leisure Centre & Library and are available on request.

Once booking is secured by way of full payment at time of booking, there can be no refund made if cancelled.

We retain the right to cancel any booking for reasons that are out with our control. In the unlikely event of this happening a refund or change of date will be offered.

It is your responsibility to evacuate your participants from the building during an emergency/fire.

Please report all accidents/incidents to the Averon Leisure Centre & Library staff.

As lettee you are responsible for the proper conduct of your event and for leaving the facility in a clean and tidy condition and by no later than the agreed time.

PHOTOGRAPHY CONSENT: Any form of photography from any device intended to be taken within the premises requires a 'Permission to Photograph or Film Registration Form' has been completed. These are available from reception. Anyone who has not done this and is noticed taking photos will be asked to stop until a form has been completed.

Access and Vacating

If available on request, access to set up party ie. Balloons (*blu tack only*) food etc. will be granted for a maximum of **15 minutes prior** to booking time. Clearing up and leaving the premises can be no longer than **15 minutes after** your booking time or a balance charge may be applied to the booking. Children not yet collected by that time must wait in the Library area accompanied by the party host.

General Data Protection Regulations

High Life Highland has an obligation to protect your personal data to view our High Life Highland Lets Privacy Notice, please visit www.highlifehighland.com/gdpr/privacynotices or to request a copy email DPO@highlifehighland.com alternatively ask at one of our facilities.

I confirm that I have read and understood the privacy notice and I consent for my information to be processed as described.

Signature:

Date:

Marketing Preferences

High Life Highland would like to keep you updated with news, updates, and special offers!

To view our High Life Highland Marketing Privacy Notice, please visit www.highlifehighland.com/gdpr/privacynotices or to request a copy email DPO@highlifehighland.com alternatively ask at one of our facilities.

I would like to receive news and updates from High Life Highland via:

EMAIL ☐ SMS ☐ POST ☐

I will adhere to the following terms

Bookee's Signature

I will ensure that the areas booked by us will be vacated by the agreed times set.

I will ensure that no food leaves the food area at any time.

STAFF USE

PROCESS	STAFF	DATE	DETAILS	PRICE PAID
Form Received				£
Payment received				

