



Date Of Payment : _____ (Staff)
(Will Not Be Considered Booked, Until Paid In Full)

Birthday Party/Event Rental Form

Nutrien Civic Centre www.nutrienciviccentre.com 506.432.6100 info@nutrienciviccentre.com
240 Main Street, Sussex, New Brunswick E4E 1R3

Contact Information

Contact Name : _____ Birthday Name : _____

Phone # : _____ Estimated # of Participants : _____

Email : _____

Date of Event : _____ Turning (Age) : _____

- Friday : 5:00-6:00pm Pool & 6:00-7:00pm Community Rm
Saturday : 11:30-12:30pm Pool & 12:30-1:30pm Community Rm
Sunday : 12:30-1:30pm Pool & 1:30-2:30pm Community Rm

NOTE(S):

- SWIMMING OCCURS BEFORE YOUR TIME IN COMMUNITY ROOM.
ACCESS TO THE COMMUNITY ROOM BEFORE YOUR EVENT IS NOT GUARANTEED. EVERY EFFORT WILL BE MADE TO ALLOW YOU ACCESS 15 MINUTES BEFORE YOUR EVENT TO SET UP.

Other : _____
(Must Be Approved By Management)

Approved By Management : _____
(Required For All 'Other' Dates/Times)

- Price:
\$150.00 + tax (Non-Member - Includes 10 Guests)
\$125.00 + tax (Member - Includes 10 Guests)
\$35.00 + tax (Add-On Bouncy Castle)
\$5.00 + tax (Each Additional Person)

Duration Of Event : _____
(Add 30 Minutes with The Addition Of The Bouncy Castle)

NOTE: Additional Guests Will Be Calculated & Paid For At The End Of Your Event.

Special Interests : _____
(Birthday Theme / Favorite Colour / Hobbies / Interests / Etc. - (Birthday Sign In Lobby Will Be Customized When Possible)

Important Notes :

- Hour one is in the pool, hour two is in the Community Room (Pool First, Then Community Room. Community Room includes access to tables & chairs).
Includes admission for 10 kids/adults to the pool. 1 adult per child (under 5yrs) is admitted for free. 1 adult per 3 children (under 5yrs) is required in the pool.
All items must be removed from the Community Room by the end of your event (Including Balloons, Boxes, Helium Tanks, Leftovers, Etc. Etc.)
Standard garbage/recycling that does not require special sorting or handling may be left for housekeeping to remove. Please bag up for them.
Food & standard decor items (Balloons Signage, Streamers) are permitted, but some larger items (including Inflatables) or are not permitted. If in doubt, please ask permission in advance or at front desk.
Community Room is available 15 minutes prior to room time for set-up (Only If Available).
Excessive untidiness at the end of your event, could incur additional cleaning fees. Please do your best to leave the room looking like how you found it.
No shoes, sharp objects, food, confetti, balloons, etc. are allowed in the Bouncy Castle as they can cause damage or could incur additional cleaning costs.
Total weight in Bouncy Castle at one time is 200lbs (Damage to the Bouncy Castle could incur additional fees).
Also Note: leaving the Community Room late could impact the event or class coming in after your event and incur additional charges.

Please Initial: _____



Important Information / Terms & Conditions

Facility Rental Terms & Conditions :

As a User of the Nutrien Civic Centre, herein referred to as the "NCC", the user understands and agrees to be bound by the policies of the NCC and the following terms and conditions.

Payment Policy: Payments in full shall be made to the Nutrien Civic Centre upon booking.

Indemnification & Hold Harmless Clause :

The User shall indemnify and hold harmless the NCC and any of its officers, employees, servants, agents, contractors, and volunteers from any and all loss, liability, claims or expenses arising out of the use and/or occupation of the property belonging to the NCC by the user group and invitees and any of its officers, employees, servants, agents, contractors, and volunteers. The User will not hold the NCC liable for any items lost or stolen.

Cancellation & Rescheduling Policy :

All cancellations OR rescheduling must be received in writing no later than seven (7) business days before the rental. Refunds OR rescheduling will not be given for cancellations made less than seven (7) days prior to the rental. Rescheduling is subject to NCC availability. Rescheduling without the required notice, would incur additional charges.

The NCC reserves the right to cancel without notice if cause is due to circumstances beyond its control. Every effort will be made to notify the user group as soon as possible. After the event starts, there will be no refund or rescheduling for any reason.

Please Initial: _____

General Use Guidelines & Agreement :

All patrons must abide by the posted facility rules. All users under this agreement shall agree to a waiver and full release in addition to the indemnification and hold harmless clause. A copy can be provided by guest services, upon request. Damage or vandalism to property of the NCC will be paid by the rental group at that time. The event host is responsible for the actions of all their guests attending the event held at the NCC

I have read the Birthday Party Rental Form, terms and conditions and related policies. I agree to the terms and conditions and related policies outlined. I agree the NCC will only deal with the person named below:

Name

Date

WAIVER OF LIABILITY

I, my heirs or legal representatives forever release, waive, discharge and covenant not to sue NCC for any injury or death caused by their negligence or other acts of omission.

In consideration of being permitted to use the pool and community and other areas offered by NCC, I agree to assume full responsibility for any risks, injuries or damages, known or unknown, which I might incur as a result of participating in any activities at the Nutrien Civic Centre.

I have read the above release and waiver of liability and fully understand its contents. I voluntarily agree to the terms and conditions stated above.

Signature

Date

STAFF

Staff Use Only :

Booked By : _____

Added To GymMaster : _____

Added To Binder : _____