

WOW!
Kauai Gymnastics Academy
does
BIRTHDAY PARTIES!



- WHEN:** Saturdays from 2 – 4 pm
- WHO:** Up to 12* kids aged 4 – 12
- HOSTS:** Coaches Kay and Tristana
- COST:** \$250* - includes a non-refundable \$75 deposit
*we can accommodate up to 24 but at added cost
- INCLUDED:** 90 minutes of gymnastics, games, obstacle course and you will receive a CD with photos of each child in a pyramid, which then you can email to the parents; 30 minutes for refreshments and/or opening presents. See Birthday Party Order of Activities (separate form)
- WE PROVIDE:** Gym, 3'x5' tables, chairs, all activities, a CD with pyramid pictures, an award medal for each child, coaches
- PARENTS BRING:** Paper goods, decorations (optional), refreshments, guests!





KAUAI GYMNASTICS ACADEMY BIRTHDAY PARTY ORDER OF ACTIVITIES*

GYMNASTICS WARM-UPS

GYMNASTICS (2 – 3 EVENTS)
(vary depending upon ages & numbers)

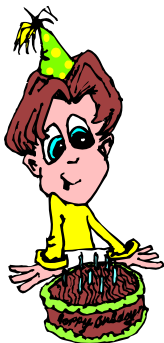
GYM GAMES
(vary depending upon ages & numbers)

REFRESHMENTS/OPEN PRESENTS (3:00 – 3:30 pm)

PYRAMIDS W/PICTURES

OBSTACLE COURSE

CLOSURE/PRESENTATION OF MEDALS
(every child will be presented with a medal)



KAUAI GYMNASTICS ACADEMY (KGA) BIRTHDAY PARTY BOOKING SHEET

PLEASE PRINT

Date Requested: _____ **# of Guests (incl B'day child)** _____

B'day Child's Name: _____ **Birth date/Age:** _____

Parents' Name: _____

Address/City/Zip: _____

Home Phone: _____ **Cell Phone:** _____

Email: _____

PROCEDURE:

A date may be "penciled in" without a deposit, but if someone else requests that date, we will call you to challenge the date and you will only have 24 hours to firm-book or release it. A "firm booking" requires a non-refundable deposit of \$75 and this form signed. Please keep a copy for your records. We must receive the form and deposit 3 weeks (21 days) before the date.

Ohana members of the Birthday Child will be allowed in the gym, but the relatives of the guests must watch from the gallery. All guests must be at least 4 (Birthday Child may be turning 4).

One week before the party, let us know how many guests and the approx. ages.

PARTY FORMAT: The activities are listed on the Order of Activities (separate form), but essentially there will be about 60 minutes in the gym, followed by 30 minutes in the lobby/gallery for food/opening presents, followed by 30 minutes of the obstacle course. All times are approximate.

REFRESHMENTS: Refreshments are provided by the parents and what you have is up to you. If you plan on having ice cream, you will need a cooler as we don't have a freezer (we have a cooler and a SMALL refrigerator.) If you are going to have ice cream, dry ice is the only way to keep it frozen. You can get dry ice at AirGas Pro in Lihue. They close at noon on Saturdays though. **NO FOOD IS ALLOWED IN THE GYM.** Food will be served in the parent area. We will provide 3'x5' tables plus chairs. You will have 30 minutes for refreshments and/or opening presents (at 3pm), while we set up for the Obstacle Course. See "Birthday Party Order of Activities."

INSURANCE: Participants are expected to carry their own accident insurance. Parents are responsible for any medical bills incurred resulting from injury at KGA. **All participants must have a signed consent and release form before being allowed in the gym. Please have your guests sign the form and bring it with them to the party.** See "Invitations," attached, for detailed/form information.

AGREEMENT:

By signing below, I understand that the deposit is non-refundable should I cancel the party. I agree to pay the balance before the party begins. I understand there is a \$25 charge for returned checks. I understand that any changes to the party must be in writing (email is acceptable).

Parent Signature

Date

Special Requests or comments:

FOR OFFICE USE ONLY: Number of guests: _____

Total am't due: _____

\$75 deposit rec'd: _____

Check date

Check #

Deposit Date

Date Confirmed: _____

Confirmation Sent/Date: _____

Balance rec'd: _____

Check date

Check #

Deposit Date

Special Notes:

KGA BIRTHDAY PARTY INFORMATION/REMINDERS

The following information and form must be included in your invitations (two on this page for you to copy/cut/save paper):

*Please have your keiki wear comfortable clothes – elastic waist shorts and form fitting shirts (so they don't fall in their face when upside down). No jewelry. No gum. No zippers, big buttons on the front of the shorts or belt loops. A leotard for girls is perfect but not required. **Please read, sign and bring with you to the party***

Name of Participant

I give permission for my child to participate in a birthday party at Kauai Gymnastics Academy. I understand that gymnastics is in itself inherently dangerous. I accept that any activity involving motion or height can cause serious, permanent or fatal injury. The above named participant has had a medical examination within the last 12 months and is physically, mentally and emotionally capable of participating in the sport of gymnastics. Participants are expected to carry their own accident and medical insurance. I agree to be responsible for any medical bills incurred resulting from illness or injury while my child is at **KGA**. In the event of injury or illness, every effort will be made to contact the parents or guardian. If necessary, I authorize **KGA** to administer first aid and/or authorize medical treatment.

Date

Parent/Guardian Signature

Cell Phone Number

Home Phone

✂-----

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Date

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Cell Phone Number

Home Phone

Here's what we have for your use:

1. 3'x5' tables (we have 4 but for 12 kids, we use 2)
2. Two (2) red/white/blue with stars tablecloths but feel free to bring your own.
3. Chairs
4. A balloon pump (hand pump) if you need one
5. All activities

NOTE: Each child will go home with a gymnastics medal. We will give the host parent a CD with the pyramid pictures so you can email them to the parents.

Also, as backup we have a pack of candles, a regular knife, and a butane lighter.

Here's what you may want /need to bring:

1. Paper goods
2. Decorations (balloons, etc., if you want to)
3. Refreshments (cake, ice cream, whatever)
4. Cake knife
5. Goodie Bags
6. Guests! (remind them to arrive on time)

We recommend using dry ice for ice cream if you plan on serving some. It's the only thing that will really keep it frozen. The cost is by the pound and you can get it a Air/GasPro, which is right behind The Gas Company. It closes at 12 noon on Saturdays, so you'd have to get it before then.

Pizza Hut delivers to our address and there is a new place, The Right Slice, which is around the corner. They have delicious "Pie Pops" which are easy to serve and yummy. We have their information in the gym. Pie Pops cost \$3/ea but they are less in quantities I think.

Now, back to the guests ... when the parents bring the kids, we need to make sure we have their signed permission form before they leave (if they aren't staying). If they've forgotten it, we'll have extras at the gym.

Also, please impress upon them the need to arrive on time. We will call the kids into the gym at 2pm. (No one will be allowed into the gym before the party starts. As with our classes, if someone comes late, they will simply join the event in progress. Believe, me ... they won't want to miss anything!

The kids and you and your family will be welcomed into the gym during the party. The other parents will be able to watch from the table/chair area.

We invite you to arrive anytime after 1:15 pm to set up, but if you are coming with the kids, just let them know that they won't be allowed in the gym to play during that time AND the gym toys will be put away. We need to set up for the party! Once you come, it really only takes about 20 minutes or so to set up with your things, so there really isn't any need to come TOO early. If you are going to blow up individual balloons or something, THAT does take a little time. :)

At the end of the party, we will be presenting each child with a "gold medal", so this is a photo op for you and the other parents. Anyone wanting to come into the gym to capture the moment will be invited to do so. :)

Last but not least at all ... one week before the party, please let me know how many kids to expect and their age range. ☺

Kay
634-8697 (cell)