



It's Party Time! 2017 Birthday Party Registration Form

To request a Little Roots Birthday Party, please fill out this form and email a scanned copy to amandap@317main.org or mail to: Amanda Panda c/o 317 Main Community Music Center 317 Main St Yarmouth, ME 04096. You will receive a confirmation call and email.

A **\$25 Non-refundable deposit** will be due upon **confirmation**, payable to 317 Main.

Child's Name: _____ Age: _____ DOB: _____

Parent Contact: _____

Street: _____ City: _____

State: _____ Zip: _____ Home phone: _____ Cell: _____

Email: _____

How did you hear about Little Roots Birthday Parties? _____

Requested Party Date: _____

Does the birthday child have a special musical interest? _____

Little Roots Musical Extravaganza \$250 *5% discount for 317 Main students

- 2 Hour Room Rental (music room 11 and Café seating area only)
- 30 Minutes of Song, Dance and Games with a Little Roots Teaching Artist
- 15 Minute Instrument Make and Take Activity for 12
- Small Musical Gift for the Birthday Child
- Set up and Clean up by us
- Balloons and Birthday Banner
- Juice and Table Setting for 12
- Customized SPUN Bakery Dessert (**choose below**)

___ Cake (serving 10-12) **OR** ___ Cupcakes (12)

___ Confetti: multi-color speckled vanilla cake w/vanilla buttercream icing

___ Devils Food: deep rich chocolate cake w/chocolate buttercream frosting

___ Banana Cream Pie: banana cake with vanilla custard buttercream frosting

****Balance for Party is due Two Weeks Prior to the Birthday Party Date. Thank You.****

Cancellation Policy: We understand that sometimes parties need to be canceled or re-scheduled. If you need to cancel or reschedule your child's party please give us at least **two weeks notice**. If a party needs to be canceled or rescheduled with less than 2 two weeks notice, there will be a \$50 cancellation fee that may be applied to the balance for the rescheduled party. **No refunds will be given if party is cancelled less than 48 hours prior to scheduled date.**

FAQ's

- You will have the party room for two (2) hours.
- The start time of your party will be the time for guests to arrive.
- You will be able to arrive **15 minutes** prior to your party. (We will have the room set up for you.)
- Cleanup of the room will begin promptly at the end of your two hours.
- Candles, other than on the birthday cake, are strictly prohibited.
- Glitter and confetti are not permitted inside, and balloons are provided by 317 Main.

Food and Non-Alcoholic Beverages

- Food and Drink are NOT permitted in the music room at any time.
- 317 does not provide refrigeration for party.
- 317 Main is NOT a nut free facility.

Community Conduct

317 Main is a Community Music Center. All visitors deserve respect and the opportunity to enjoy themselves in a fun and peaceful environment. If the community codes are not followed, your group may be asked to leave. **All Children must be supervised by a grown-up at all times. Wandering the building is not permitted.**

As a Student of 317 Main, you will receive the birthday party package at a 5% discounted rate.

General Information/Policies

Hazardous Material – Client agrees not to bring on to the premises any material, substance, equipment or object which is likely to endanger the life of, or cause bodily injury to any person or property or which is likely to constitute a hazard.

Conduct – The conduct of all event participants while on 317 Main property shall be the responsibility of the Client. Client also accepts all responsibility for any injury to person(s) or property, or loss of or damage to the property or theft of personal property during the rental period, or resulting there from. Failure by any individual or group to follow all codes of conduct will be cause for eviction. 317 Main retains the right to evict objectionable persons from the premises. Repeated violations may result in denial of future reservation requests.

Indemnity – Client shall release, indemnify, and hold harmless, 317 Main Community Music Center, its agents, officers, or employees from any and all responsibility or liability for any and all damages or injury of any kind or nature whatever to all persons, whether agents or employees of the Client or persons attending the events for which the premises have been leased, and to all property damage proximately caused by, incident to resulting from, arising out of occurring in connections with, the use by the Client of the premises. The provisions of this section shall include any and all losses, damages, injuries, settlements, judgments, decrees, awards, fines, penalties, claims, costs and expenses, including reasonable attorney's fees.

Smoking – Smoking is prohibited inside and outside the building.

Parking – A complimentary self-park parking lot is available.

Lost or Damaged Personal Property –317 Main assumes no responsibility for the damage or loss of any articles left on property prior to, during, or following the event. Any items left behind will be held at 317 Main for pickup for up to two (2) days after the event.

Damaged Property – The client will be responsible for any damage to 317 Main property and will be charged for any/all damages.

____ I give (____ I do not give) permission for photos/images of my child(ren) to be used by 317 Main for advertising purposes.

For bookings, appointments or questions, contact us at 207 846-9559 or email Little Roots Director Amanda "Panda" Parkhurst at amandap@317main.org

I have read and agree with all of 317 Main's Policies and Procedures including the Cancellation Policy.

Signature: _____ Date: _____