



40 W Higgins Rd South Barrington, IL 60010 847-428-6727

Birthday Party Contract 2016

Child Name _____ Parent Name _____ Party Date _____ Party Time _____

Our goal is to provide you with a great place to hold your child's birthday party. This document will give you most of the information you will need. If you have additional questions, please call us.

Please Read Carefully: Plan to arrive at the farm 20 minutes before the start of your party. Go to the business office located in the main barn. If you have already paid and received your tickets, just check in and that will get your meal started. If you did not pay in advance, your final payment must be made in the form of **cash or credit card** (Visa, Master Card & Discover) and then you will receive your packet of tickets. You will verify your meal time with the coordinator. **YOU MUST CHECK IN AT THE OFFICE TO ENSURE YOUR FOOD IS READY ON TIME.**

You may begin setting up for your party 15 minutes prior to your party start time – there are several parties each day so we will need time to clean the area and reset the tables. There will be signs on the tables with the birthday child's name to define which tables are yours. We suggest you plan fifteen minutes for late arrivals and then get started with your party. Your time at the tables will go very quickly.

You and your guests are free to stay as long as you like, but you must leave the birthday party table area two hours after your party start time. Our party schedule is very full, especially on the weekends, and your cooperation is appreciated. Please keep in mind that our farm and all attractions close at 6PM and we will need to close the eating area at that time.

DEPOSIT/CONTRACT A 20% **non-refundable** deposit is due at time of booking via credit card. A contract will be emailed to the email address given to us at the time of booking. The birthday party contract must be signed and returned within 10 days of deposit.

MINIMUMS We have a minimum of twelve (12) paid children per party. You will be charged for twelve (12) children even if your party is smaller than 12 children.

COSTUMES It's a great idea to ask your guests to come in costume. We ask that you remind your guests not to bring weapons or accessories that could be dangerous to them or our animals - wands, whips, guns, nun chucks, pitch forks etc. You will have more fun without this added stress.

DO NOT BRING We prohibit noise makers, sparkler candles, latex balloons (Mylar are OK), costume accessories that are dangerous, piñatas, party games, gum, pets and any outside food/drinks other than birthday cake.

WHAT TO BRING Candles, matches, knife, hand wipes, large bags for gifts, wagon to get gifts to car, camera, rain coats & umbrellas, extra gloves & hats.

STAFF Goebbert's does not provide staffing for your party. We are providing you with the space, food and activities to host your party. For help with questions or problems during your party, go to the office or the café. Your contacts are:

<u>Birthday Party Coordinators</u>			<u>Managers</u>	
Rosa or Irene	Mon – Fri	Office	Holly/Sue	Office
Rosa or Irene	Sat – Sun	Office	Diane	Café

WEATHER Our farm runs rain or shine. Most of your party is under cover but you will be out in the elements at times. If your party is rained out, we will make every effort to reschedule. If you have added a wagon ride to your party, please understand that if the field is muddy and unsafe, the wagon will not run and we will adjust or refund your tickets accordingly. Please encourage your guests to dress appropriately for an outdoor birthday party on the farm.

GIFTS Just as a suggestion, we have found that opening gifts at the farm takes up a lot of your time and the other children are not very patient when there are many fun activities to do.

PERSONAL PROPERTY We are not responsible for lost or stolen personal belongings or gifts. It is recommended that gifts be taken to the car before you begin the activities.

ITINERARY We recommend that you begin your party with your meal as you only have two hours reserved for the use of the tables. You can take as long as you like with the attractions, we just ask that you vacate the party area promptly at the end of your party time, so it can be reset for the next party. Please remember that our attractions close at 6pm daily.

TABLES We will have tables reserved for you at the north end of the greenhouse. Tables will be labeled with the birthday child's name. The tables are 8 ft. long and we allow 12 people per table. Each table will have a fall colored tablecloth. If you feel you need more tables than allotted, a charge of \$15.00 per extra table will be added to your bill. Our party reservations fill up quickly, so please consider how much space you will need now. If you find you need an extra table after you schedule your party, we will reserve additional space if it is available. We will also supply each party with a straight table for gifts, cake etc.

DECORATIONS & SUPPLIES We will supply small plain white paper cake plates, plastic tableware as needed, condiments, and napkins. You may bring in your own tableware if you wish, but it is not necessary.

BIRTHDAY CAKES We do not supply birthday cakes. You may bring your own birthday cake or cupcakes. **THIS IS THE ONLY OUTSIDE FOOD ALLOWED. Please remember to bring candles, matches, knife &/or cake server.** When you arrive at the farm, you may want to take your cake to the café to keep cool until you are ready to serve it.

FOOD You will be given a meal ticket, which will reflect the number of meals for your party. Meals are part of the package and are not refundable. At your requested meal time, your food will be brought to you. Please be at the tables and have your meal ticket ready for our staff. **We do not allow any outside food or drink on the property.**

ADULT FOOD If you would like to provide food for the parents staying for the party, you can do that by purchasing food dollars, in advance, with your party package. Your guests can then go to the Café and order their own food. We recommend approx. \$8.00 to \$10.00 per adult for their meal. They will need to stand in the general public line. Food Dollars are good in our Red Barn Café, snack shop, corn roast and kettle corn. Any unused dollars may be refunded in the office during business hours Mon.–Fri. through the 1st week of November. **We do not allow any outside food or drink on the property.**

ACTIVITY TICKETS Every person that is 3 years or older must have a ticket to get into Animal Land & Little Farmer's Play Yard. Everyone must have a ticket to ride a pony or camel and enter the haunted house. Our pony rides are set up so that parents may walk with a small child, if necessary.

CHAPERONES You will receive two (2) Animal Land & Little Farmer's Play Yard tickets and two (2) Haunted House tickets (if chosen), at no charge, to be used by yourself and another adult for the sole purpose of chaperoning the party in these activities. If you feel that you need more help chaperoning your party, it is your responsibility to purchase additional tickets.

LATE ARRIVALS If a guest is arriving late to your party and you have started the activities please have someone wait at the tables for them with their tickets. **The ticket booth will not let anyone enter any attractions without a ticket or proper hand stamp.**

ACTIVITIES During the week, we are not overly busy, so it is easy to get all your party on the pony rides together. On weekends, when we are very busy, it is harder to do. There is no priority loading for Birthday Parties, but if you let the pony handlers know you are a party, they will make every effort to get your party on at the same time.

ACTIVITIES Animal Land & Little Farmer's Play Yard is the best value in your party package. We have about 45 different animals, plus the Corn Stalk Maze, play yard area and pumpkin eating dinosaur. On weekends, we have pig racing as well. When you check in the day of your party, we can tell you what time the races run. The races are a good meeting place for the parties that go out on their own. Remind your guests to have their hands stamped for re-entry into Animal Land & Little Farmer's Play Yard.

PUMPKINS In your packet you will receive coupons for each child to pick out a pumpkin. The pumpkins are signed "Pie Pumpkins" and are approximately the size of a 14" softball. They are located east of the Gazebo in the railroad tie bin. Your guests should pick their pumpkins and turn in their coupons at the market cash registers in the red barn on their way home. Also, in your packet will be a no-charge red pumpkin coupon that is for the Birthday Child's pumpkin. This is a larger pumpkin (approx the size of a basketball) that can be found in the yard. Any pumpkin with a red mark will qualify for the red coupon.

SPECIAL ARRANGMENTS Our goal is to provide you with a great location to hold your Child's Birthday Party. If you are asking for special arrangements, please understand that we at Goebbert's know what we can and cannot deliver well. We will not promise any service that we feel we cannot deliver properly.

REFUNDS If you have any refundable tickets or food dollars left at the end of your party and would like your money back, you will need to come to the office between 9am – 5pm, Monday - Friday, through the first week of November. Refunds will not be given after that point.

I have read the above information about Children's Birthday Parties and understand that children's packages & table reservations are non-refundable once paid in full. I agree to pay the amount listed for food and services as described and that all additional food and services will be subject to an additional charge.

Sign _____ Date _____

Please return this signed copy within 10 days of booking your party reservation.

Thank you for choosing Goebbert's for your Celebration. Please let us know if we can help you in anyway.

The Goebbert Birthday Party Staff
40 W Higgins Rd
South Barrington, IL 60010
847-428-6727