

Birthday Party Request & Contract Form

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

Party Host(s)' Name: _____

Address: _____

Phone Number: _____ Email: _____

Party Date: _____ Alternative Date: _____

Number of People Attending (Max 50): _____

Program Option (select one from below): _____

1. Animal Antics – meet and greet some of the reptiles that call Panola home during this live animal encounter (ages 4-10)
2. Wilderness Safari – join a park ranger on a wilderness safari where you will get to explore the park looking for evidence of animals in their natural habitat (age 4-10)
3. Tree Climbing – spend some time hanging from one of our climbing trees during this introductory tree climbing workshop (ages 8+)
4. Archery 101 – learn the basics of archery on a compound bow in this introductory archery workshop (ages 8+)

Contract Agreement

1. Request form must be received two (2) weeks prior to requested date of the party. Party date and time is not finalized until approved by the Interpretive Ranger.
2. A full payment is required in order to hold the Conference Room for your party date. Payments can be made in person utilizing cash, card, or check, or over the phone with a card. All checks must be made payable to Panola Mountain State Park.
3. Included in your party package is a program of your choice, the use of the Conference Room (8am to 4pm) plus tables and chairs, a few party decorations to align with your program theme. Park staff will have the tables and chairs set up for your party, along with the decorations. Party host(s) and guests will not have access to the Conference Room any time before 8am on the date of their party. Party host(s) will be charged an additional \$100 if the room is not vacated by 4:00pm. The host(s) will be charged \$100 for every subsequent hour the Conference Room is occupied.
4. The entire rental facility (Conference Room, kitchenette, and private restrooms) must be left clean and in the condition found. Cleaning supplies (broom, dust pan mop, etc.) will be provided by park staff.
5. The host(s) is responsible for the breakdown of all the tables and chairs. Stack tables and chairs neatly in the Conference Room.

6. Decorations are allowed but cannot be put up in any way that will damage walls, ceilings, or floors. Music and activities must be kept at a reasonable volume.
7. Destruction of any property or failure to uphold the cleanliness standards will be subject to additional charges as determined by the Park Manager.
8. Alcohol is prohibited. Smoking is prohibited within 50 feet of the building.
9. Children under the age of 16 are not permitted in the Nature Center without a parent or guardian.
10. All guest vehicles must display at \$5 ParkPass.

**The customer signing below will be the one held responsible for any violations of this agreement.*

Host(s) Signature

Date

For Staff Use Only

Party Date: _____

Program Time: _____

Approved by: _____

Total Cost: _____



Payment Confirmation Number: _____