

BIRTHDAY PARTY BOOKING FORM

West Wave Pool and Leisure Centre



PACKAGE 1 \$216.00	PACKAGE 2 \$253.00	PACKAGE 3 \$312.00
• Party Room • 1 x Court • Equipment gear setup and staff member	• Party Room • 1 x Court • 10 x Hydro-slide passes • 5 x Adult swim passes	• Party Room • 1 x Court • Equipment gear setup and staff member • 10 x Hydro-slide passes • 5 x Adult swim passes
All packages are available on weekends only and are not offered on public holidays.		

HIRER INFORMATION

First name

Last name

Home phone

Work phone

Mobile

Email address

Postal Address

Birthday Child's Name

Age child will be turning

Preferred Party Date

Secondary Date

GENDER

Male Female N/A

NUMBER OF GUESTS

Adults Children

PACKAGE SELECTION

1 **2** **3**

PARTY SESSION TIME

Saturday: 11.15am – 1.45pm 1.45pm – 4:15pm* (*The pool **MUST** be used before the party room for this session)

Sunday: 9.15am – 11.45am 11.45am* – 2.15pm* (*Special request only)

*Please specify whether you intend on using the pool **BEFORE** **AFTER** booked session above.

ADDITIONAL INFORMATION

Eg: Additional chairs and tables, pre purchase of additional hydro-slide bands

By signing this form, you are confirming you have read and agree to all **terms and conditions**. You understand that if non-compliance of the rules and regulations set by West Wave Pool and Leisure Centre occurs that all guests of the party booking may be asked to leave.

Name

Date

Signature

Please email this form to westwavebookings@aucklandcouncil.govt.nz or bring to reception. Our team will be in touch with more information.

West Wave Birthday Party Package policy

To view the full list of the venue hire terms and conditions please visit www.aucklandleisure.co.nz/terms-and-conditions/venue-hire-terms-and-conditions

Or request a copy from a member of staff.

1. GENERAL:

- A. Sub-letting of any or all parts of the Venue is not permitted.
- B. Car parking around the facility is operated by Auckland Transport. You will ensure that all vehicles are parked in accordance with signage displayed and they are not blocking any emergency, loading or staff access to the facility.
- C. All Hydro slide bookings will be provided with a band per person for ease of identification for our staff, these must be collected by reception upon admission
- D. Your booking gives you sole occupancy of the party room and one court, additional spaces/courts may be in use by other groups or bookings. Any additional space you require must be booked in advance and will be charged accordingly. (All rates can be found on our website venue hire)
- E. You and your party take full liability for your own belongings whilst using any of the facilities in centre before, after and during the party booking.

2. BOOKING:

- A. Bookings are only confirmed once you have received booking confirmation from West Wave Pool and Leisure Centre, full payment is required upon booking
- B. We may deem necessary the presence of additional staff or security. The cost for this will be reflected in the total for hire. Booking times are non-negotiable and must be adhered to.
- C. Set up time of 15 minutes prior (2:45pm) and pack down/clean-up of 15 minutes after (5:15pm) is included in your booking

3. HEALTH AND SAFETY:

- A. You (or other notified person named on the Booking Request Form) are required to be present for the duration of the booking.
- B. You are responsible (or the notified person as above) for ensuring the health and safety of all persons attending your Event and to act on the instruction and guidance of our staff.
- C. You are (or notified person as above) responsible ensuring that the area is suitable for the Event and to carry out and present any required job safety analysis or risk and hazard identification
- D. You will not leave any parts of the facility in an unsafe condition. Any unsafe conditions will be reported to us.
- E. Food and non-alcoholic beverages are allowed, no glass bottles or containers or gas elements/bottles are to be brought into the venue
- F. You will ensure all members of the booking enter the Recreation Centre dry if this area is part of your booking

4. POOL RULES:

- A. All pool rules at West Wave Pool and Leisure Centre must always be followed,
- B. Ratios must be complied with.
- C. Clothing Policy must be complied with.
- D. Active supervision of all swimmers will be maintained at all times
- E. If you choose to utilize another area before/after your booking time this will be subject to capacity availability of that area and is not guaranteed.

5. CLEANING DUTIES:

- A. West Wave will provide cleaning equipment if required however you are expected to:
- B. Remove all personal belongings from the area
- C. Remove any freestanding decorations from the area (No decorations are to be fixed to any walls and/or doors/windows in the pool area)
- D. Put all rubbish into bins provided
- E. Remove all food from the area and ensure the floor surrounding the pool/room area is clean

6. FEES AND CANCELLATIONS:

- A. Section 7, 8 and 9 in our **terms and conditions**

7. POOL CLOSURES:

- A. Due to the nature of the pool environment pool closures can occur, if this happens prior to your booking we will do our best to accommodate your group or will offer a refund.
- B. If your booking is the cause of a pool closure, we will do our best to accommodate your group however no refund will be issued.