



## MUNDELEIN PARK & RECREATION DISTRICT

1401 North Midlothian Road, Mundelein, IL 60060  
P: 847.566.0650 F: 847.566.8557

### OFFICE USE ONLY

Date/Time Received: \_\_\_\_\_

Staff Initials: \_\_\_\_\_

Permit Number: \_\_\_\_\_

Routed To: \_\_\_\_\_

## PARTY PACKAGES FOR KIDS

Parent/Guardian Name: \_\_\_\_\_ DOB (parent/guardian): \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Primary Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Name of Child: \_\_\_\_\_ DOB (Child) \_\_\_\_\_ Age turning: \_\_\_\_\_

Child's Gender: \_\_\_\_\_ Child's Pronouns \_\_\_\_\_

Party Day: Sa Su Party Date: \_\_\_\_\_ Party Time: 10–11:30 am 1:30–3 pm # of guests \_\_\_\_\_

Party Theme: Arty Party Nerf Gun Party Magic Party Dino-Mite Party  
Robot Party Sports Party Unicorn Party Tot Party

Additional Information \_\_\_\_\_

### PARTY RULES & PROCEDURES

- Email [alangille@mundeleinparks.org](mailto:alangille@mundeleinparks.org) for available party dates. Must book at least 2 weeks in advance. Please keep in mind that these dates are not confirmed until payment is made.
- Our standard party is for up to 15 guests. Additional guests are \$15 each.
- Included in party is decorated room, party host, paper goods, and party activities.
- Parents/guardians are responsible for invitations and food/beverages as they are not included in our party packages.
- Parties are drop-off/pick-up unless the children attending are 4 years and younger. One parent/guardian for children 4 and younger are encouraged to stay.
- RSVP the number of guests on the Wednesday before your event to [alangille@mundeleinparks.org](mailto:alangille@mundeleinparks.org).
- Party Location (unless otherwise specified) is Dunbar Recreation Center: 888 Dunbar Road; Mundelein, IL 60060.
- Once we approve your registration form, dates, and payment is made, a confirmation email will be sent to the person listed on this form.
- Birthday family may arrive 15 minutes before party to greet guests and get food/beverage organized in our kitchen.
- Our staff will set-up, run, and clean-up the party. You will only need to clean up anything you brought.
- \$300 must be paid in full to reserve your party. Please fill out the information on the last page with your credit card information or if you wish to make payment in person, please first email completed form to [alangille@mundeleinparks.org](mailto:alangille@mundeleinparks.org), then stop into the Mundelein Community Center, 1401 Midlothian Road; Mundelein IL with your chosen form of payment. Note: Parties are not confirmed or held until payment is made.
- Cancellation policy: We will accept a party cancellation until 2 weeks before the party with a full refund. If canceled within 3-14 days before the party, you may receive a 50% refund with submission of the refund request form or you may reschedule for a \$50 reschedule fee. Refunds/partial credit/reschedules are not available to no-shows and/or cancellations within 48 hours of the event.

### OFFICE USE ONLY

Party approved by: \_\_\_\_\_ Date: \_\_\_\_\_ Payment processed by: \_\_\_\_\_

Theme Details: \_\_\_\_\_

Staff Confirmed: \_\_\_\_\_ Supplies Confirmed: \_\_\_\_\_

# PARTY PACKAGE WAIVER & RELEASE

## IMPORTANT INFORMATION

The Mundelein Park & Recreation District is committed to conducting its recreation programs and activities in a safe manner and holds the safety of participants in high regard. The Mundelein Park & Recreation District continually strives to reduce such risks and insists that all participants follow safety rules and instructions that are designed to protect the participants' safety. However, participants and parents/guardians of minors registering for programs/ activities listed on the previous page must recognize that there is an inherent risk of injury when choosing to participate in recreational activities/programs.

You are solely responsible for determining if you or your minor child/ward are physically fit and/or skilled for the activities contemplated by this agreement. It is always advisable, especially if the participant is pregnant, disabled in any way or recently suffered an illness, injury or impairment, to consult a physician before undertaking any physical activity.

## WARNING OF RISK

Recreational activities are intended to challenge and engage the physical, mental and emotional resources of each participant. Despite careful and proper preparation, instruction, medical advice, conditioning and equipment, there is still a risk of serious injury when participating in any recreational activity. Understandably, not all hazards and dangers can be foreseen. Depending on the particular activity, participants must understand that certain risks, dangers and injuries due to inclement weather, slips and falls, poor skill level or conditioning, carelessness, horseplay, unsportsmanlike conduct, premises defects, inadequate or defective equipment, inadequate supervision, instruction or officiating, and all other circumstances inherent to indoor and outdoor recreational activities exist. In this regard, it must be recognized that it is impossible for the Mundelein Park & Recreation District to guarantee absolute safety.

## WAIVER AND RELEASE OF ALL CLAIMS AND ASSUMPTION OF RISK

Please read this form carefully and be aware that in signing up and participating in the identified programs, you will be expressly assuming the risk and legal liability and waiving and releasing all claims for injuries, damages or loss which you or your minor child/ward might sustain as a result of participating in any and all activities connected with and associated with these programs/ activities (including transportation services and vehicle operations, when provided).

I recognize and acknowledge that there are certain risks of physical injury to participants in these programs, and I voluntarily agree to assume the full risk of any and all injuries, damages or loss, regardless of severity, that my minor child/ward or I may sustain as a result of said participation. I further agree to waive and relinquish all claims my minor child/ward or I may have (or accrue to me or my child/ward) as a result of participating in these programs against the Mundelein Park & Recreation District, including its officials, agents, volunteers and employees.

I do hereby fully release and forever discharge the Mundelein Park & Recreation District, including its officials, agents, volunteers and employees from any and all claims for injuries, damages, or loss that my minor child/ward or I may have or which may accrue to me or my minor child/ward and arising out of, connected with, or in any way associated with these programs/activities.

I have read and fully understand the above important information, warning of risk, assumption of risk and waiver and release of all claims. If registering via fax, my facsimile signature shall substitute for and have the same legal effect as an original form signature.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## CREDIT CARD PAYMENT INFORMATION

Please charge to: MC Visa DC AMEX

Card Number: \_\_\_\_\_ exp. \_\_\_\_ / \_\_\_\_ security code on back: \_\_\_\_

Name on card: \_\_\_\_\_ Amount: **\$300**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*Credit card information supplied will be used with current registration form only and will be destroyed after registration is processed.*