

GENERAL INFORMATION

- Please initiate your birthday party request **4-6 weeks in advance** of your preferred date. Have 2 dates in mind, your preferred date and an alternate date.
- **A \$200 security deposit is required to book your party.** This will be accepted in the form of a credit card number – Visa, Mastercard or Discover. The card will not be processed but assures UDP&R that you will return the permit on time with full payment, follow program guidelines, adhere to facility rules and abide by general township regulations as printed on the permit.
- **Party payment options:** cash, check, Visa, Mastercard or Discover.
- **Birthday parties are confirmed when UDP&R secures the date, time, Party Leader and assistant.** You will receive a **phone call from UDP&R** indicating the confirmed party date and time; a **UDP&R permit** will follow in the mail.
- **When you receive your permit, please...**
 - check the information for accuracy – call UDP&R immediately if there is an error or change
 - sign the permit at the bottom
 - return the **WHITE COPY** only with full payment or credit card # by the date listed on the front
 - keep the **PINK COPY** for your records.
- **Birthday Party Package Price includes:**
 - Party Leader and assistant
 - Small Party Bag for each child
 - Activity Supplies
 - 2-hour Room Rental plus 30 mins. setup/cleanup
- **Host Family** provides cake/cupcakes, ice cream (you will have access to a freezer) and juice to be served after activities, if desired. Host Family also provides party favors, paper goods and decorations. Host Family is asked to help provide supervision throughout the event.
- **Party Add-ons** such as Dixie cups, juice boxes and plastic table covers are available for additional fees.
- **Cancellation Policy:**
 - Host is entitled to a full refund if the party is canceled (1) by UDP&R staff or (2) due to extreme weather conditions.
 - Cancellation by the Host 6-10 business days before the event results in a \$25 cancellation fee plus a \$5 administrative fee.
 - Cancellation by the Host 5 or less business days before the event results in a \$50 cancellation fee plus a \$5 administrative fee.



FAQ's

1. Can I decorate the room for my child's party?

Sure! The room is available 15 mins. before the party for you to decorate and set tables. You may bring balloons, streamers and/or a banner. Masking tape is provided; no tacks or staples. You are responsible to remove decorations at the end of the party. A UDP&R sign will be placed outside the building indicating the location of the entry door leading to your party. **NO CONFETTI or SILLY STRING.**

2. If I would like the room for more than the time allotted for the party, maybe for additional entertainment, is that possible?

Yes – if no other parties/activities are scheduled before or after your party. You will need to let us know when you request the date if you would like additional time and for what reason. The charge is \$50 per hour.

3. May I serve my guests birthday cake and a beverage?

Sure! The Host Family is responsible for supplying the birthday cake or cupcakes, juice or soda and/or ice cream to serve guests. There is a short block of time allotted following the activity period to serve cake and ice cream. A refrigerator and freezer are available for your use on the day of the party along with a sink. The stove and microwave are not available for use.

4. Who supplies paper products and plastic goods?

The Host Family is responsible for supplying table covers, cups, plates, napkins, serving utensils, eating utensils and candles. Trash bags and cleaning supplies are provided.

5. Should we plan to open gifts at the party?

Sure! There is a 15 min. block built into the end of the party for the birthday child to open gifts. Please inform the Party Leader if you prefer that gifts are not opened at the end of the party.

6. Who are the Party Leaders?

UDP&R supplies trained experienced adults to lead your party. Each leader is someone who works for UDP&R in other programs and is familiar with the facility. Party Leaders and supervisors are trained to make this day fun and special for your child *and* you!

FACILITY USE REGULATIONS

1. Please be familiar with all regulations printed in this brochure as well as those found on the back of the UDP&R permit. Please ask questions if you are unsure.
2. The following are NOT PERMITTED on or in township premises: (1) dogs (2) alcoholic beverages (3) smoking.
3. Only rooms reserved for the party may be used or accessed by party guests.
4. Repair or replacement of township property or equipment damaged, broken or vandalized during the course of the party will be at the sole cost of the permit holder (host).

UDP&R BIRTHDAY PARTY PACKAGES 2011 INFORMATION GUIDE for a...

COOKIE GAMES BIRTH DAY PARTY



Let Upper Dublin Township's Department of Parks & Recreation provide fun activities for your child's next birthday party!

~ Best suited for children ages 6-12

~ Party is designed for up to 21 guests, including Birthday child ~

Parties are 2 hours in length

~ Parties may be scheduled Fridays after 3pm –or- Weekends from 9am to 4pm

~ Fees are \$185 / Upper Dublin Resident
\$235 / Non-Resident

(parent or child must reside in Upper Dublin to receive resident rate)

(215) 643-1600 x3443

UDP&R COOKIE GAMES BIRTHDAY PARTY

Complete the information requested & return this panel only with your permit & payment.

Birthday Child's Name: _____

Date & Time of Party: _____

Child is turning age: _____ Grade: _____

Child's School: _____

Birthday Child is a BOY GIRL

=====

I would like to play the following 8 games at my party. I understand that we will play 4 of these games – adding 1 to 4 more as time permits! I have ranked the games from #1 to #8 – with #1, #2, #3 & #4 being the games I most want to play!

	Cookie Putt-Putt
	Over the Shoulder Toss
	Pictionary
	Vocabulary Sprint
	Cookie Sliiiiide
	Cookie Stack 'em Up
	Archaeological Dig
	Cookie Jar Count
	Obstacle Course / Relay
	Taste Test
	The Nose Knows

UDP&R COOKIE GAMES DESCRIPTIONS



No cookies are hurt or wasted in the conduct or performance of these Games. Wooden, cookie-sized disks are often substituted. Throughout the descriptions, the word “cookie” is used regardless of what game piece is actually used.

Party guests will be divided into three teams of equal potential (based on age, size and gender). One adult will act as captain for each team.

Cookie Putt-Putt

On the whistle, teams send out their first players who putt-putt cookies to the half-way point and back before sending out the next player. Points are awarded based on team finish.

Over the Shoulder Toss

Team players toss 3 cookies over their shoulder onto a target, trying to gain the most points by having them land in the bulls eye. Total team points determine order of finish.

Pictionary

One player from each team is given the same item to draw. After 30 – 45 seconds, each team attempts to guess the picture. If they guess correctly, they get points. After 3 or 4 rounds, total team points determine order of finish.

Vocabulary Sprint

Teams are given 3 minutes to write down as many words as possible that begin with a pre-determined letter of the alphabet. Total team points determine the order of finish.

The Nose Knows

Think you know what ingredients are used to make cookies? We'll put you to the test by blindfolding you and having you use your snout to determine what's what. Points are determined on what scents you guess correctly.

COOKIE GAMES...continued

Cookie Slide

Each team has a tabletop shuffleboard court to use. One at a time, players shoot 3 cookies up the board, trying to accrue as many points as possible. Total team points determine the order of finish.

Cookie Stack 'em Up

Teams gather around a table and, on command, stack cookie-related items as high as possible before the stack falls. Order of finish is determined by the number of items in the stack prior to its fall.

Archeological Dig

Teams “dig” in pairs for whole chocolate chips from a group of cookies. Total number of chips found per team determines order of finish.

Cookie Jar Count

All party attendees may participate. Each person guesses how many cookies are in the jar. The closest guess receives a special prize!

Obstacle Course / Relay Race

Teams proceed through all stations of an obstacle course...while balancing a cookie on a spoon OR teams can participate in a *crazy baker* relay race. Points are awarded based on team finish.

Taste Test

Is it the real deal or an imposter? Served with milk or water to cleanse the pallet between bites. Order of finish is determined by the number of correct guesses per team.