

MEMORIAL PARK WARMING HOUSE AND ICE RINK PARTY ROOM RESERVATION FORM:

Date Received: _____

Date of Party: _____ Time of Party: _____ - _____

Name of Reserving Party: _____

Contact Phone Number: _____ Email: _____

Address: _____

Estimated # of Kids: _____ Estimated # of Adults: _____

Confirmation Date: _____

Signature: _____

Your signature above indicates that you have fully read and understand the terms, conditions, and pricing listed below.

Damage Deposit Cost: \$ _____ Check #: _____

Rental Fee Cost: \$ _____ Check #: _____

Total Collected: \$ _____

Terms and Conditions:

- *Food, desserts, and beverages (NON-alcoholic) are allowed in party room.*
- *Party room rentals occur during SCHEDULED rink hours.*
- *Party room patrons use the ice rink at the SAME TIME as other patrons.*
- *Ice skates are free to use, but limited in size and availability, so feel free to bring your own!*
- *Helena's City Parks & Facilities are tobacco-FREE! For the health and enjoyment of all, thank you for not using tobacco products.*

Damage Deposit:

\$25.00—Refundable deposit check is due upon reservation.

Damage Deposit is returned if:

- Party room is occupied during designated rental time ONLY, including set up & clean up.
- After use, warming house is picked up and furniture is placed in original locations.
- Food, crumbs, and garbage are cleaned up and thrown away in designated garbage cans.

Deposit will be mailed back after the party if the damage deposit terms & conditions are met in full.

Rental Fee:

\$25.00 for 3 hours—Rental Fee check is due upon reservation.

Rental Fee returned if:

- Party is cancelled within ten business days.
- Temperature on the date and time of reservation is below zero.
- Ice is deemed unusable by management.

Rental Fee will be mailed back after reservation date if any of the rental fee terms & conditions occur.

Skate Fee:

Per person rate of:

Ages 6-17: \$1.00 Ages 18 & Older: \$1.50

To be paid at time of entrance to the Warming House.

Cash or Check is accepted.

Please make checks payable to: City of Helena Parks and Recreation