



2018 Youth Birthday Parties

The Gardens on Spring Creek invites you to host your youth birthday party at The Gardens. Our unique facility offers a fun, botanic experience for our young guests. Come bloom with us!

Party Location

Host your next party in our Children's Garden. The Green Roof shelter is reserved for the party and all activities are matched to age of the child. During the winter, parties will be scheduled in the classroom.

Party Information

Birthday party packages are 90 minutes in length. Please note that you are allowed 15 minutes before the party for setup and 15 minutes after the party for cleanup at no additional charge. This brings the total time for rental to 2 hours (90 minutes for party, 30 minutes for setup and cleanup in total).

A Gardens birthday party costs \$130 and includes activities for up to 10 children. The Gardens provides the Green Roof shelter or classroom, picnic tables, three garden/nature related activities, time for food and beverage, as well as time to open presents. The applicant is responsible to bring their own paper products, utensils, food, and beverages.

Summer birthday party dates: May 1st through September 30th on Saturdays and Sundays only.

Winter Birthday Parties (October 1st through April 30th) are on Saturdays only.

Birthday Parties will only be scheduled at these times:

Saturday

- ⊕ 10:00 – 11:30am (set up begins at 9:45am, clean up must be complete by 11:45am)
- ⊕ 1:00 – 2:30pm (set up begins at 12:45pm, clean up must be complete by 2:45pm)

Sunday – Summer only

- ⊕ 1:00 – 2:30pm (set up begins at 12:45pm, clean up must be complete by 2:45pm)

Party Cleanup

It is the responsibility of the applicant to clean up after the party.

Reservation, Cancellation, and Rain Policies

Reservation Policy: Birthday party reservations are made by completing the Birthday Party Contract at the end of this document, and paying for the selected party package in full. Reservations are made on a first come, first served basis.

Cancellation Policy: Once a birthday party reservation has been made, the applicant may cancel the reservation, by calling (970) 416-2486. Cancellations must be made at least 72 hours (3 days) in advance of the party for a refund. Failure to do so results in the forfeiture of the entire birthday party package payment.

Rain Policy: In the event of inclement weather, The Gardens will **NOT** be responsible for providing an alternate space. There may be a possibility of moving the event to the Outdoor Classroom or the classroom, but this is not a guarantee.

General Restrictions for Youth Birthday Parties

1. Maximum number of birthday guests cannot exceed 10 children.
2. The Gardens has tables and chairs for use under the Green Roof Gazebo.
3. Fires of any kind are not permitted on The Gardens grounds.
4. Animals, with the exception of service animals, are not permitted at The Gardens.
5. Smoking is prohibited on The Gardens Premises.
6. Children must be supervised at all times. It is the responsibility of the applicant to inform guests of this policy.
7. Photography is permitted for personal use only.
8. Rice, birdseed, confetti, and canned string are not permitted in our gardens.
9. The City of Fort Collins and The Gardens on Spring Creek will not be responsible for any lost or damaged items. This includes items left before or after the event.
10. The applicant is not permitted to nail, tape, or hang any items to features in The Gardens.
11. The City of Fort Collins Noise Ordinance applies to all events in The Gardens on Spring Creek. Please view the Ordinance at <http://www.colocode.com/ftcollins/municipal/chapter20.htm#article11> or call City of Fort Collins Police Services at (970) 221-6540. The City reserves the right to eject or cause to be ejected from the premises any person or persons who violate any applicable law, rule or regulation or who interfere with others' use of City property, and neither the City nor any of its officers, agents or employees shall be liable to the Applicant for any loss or damages that may be sustained by Applicant through the City's exercise of such right.

SAFETY AND LIABILITY

- The applicant acknowledges that natural and man-made water features located on or adjacent to the grounds of the Gardens on Spring Creek may pose certain risks and dangers, and agrees as a condition of this rental to take necessary precautions to avoid injury to applicant, its invitees or others using the Gardens on Spring Creek pursuant to this Rental Contract.
- The applicant acknowledges that there are risks inherent in the activities that will be undertaken pursuant to this rental that may result in bodily injury or property damage to participants or others. The City does not assume any responsibility for lost or stolen articles, damage to applicant property, or injury to persons using City facilities, and applicant hereby waives any claims against the City related to any such damage or injury. The Applicant will indemnify and hold harmless the City, its officers, employees, agents, contractors and volunteers against all claims, causes of action, damages, liability, loss or costs, including reasonable attorney's fees, of every kind and nature, directly or proximately resulting from or caused by any act or omission of the applicant or any of its officers, agents, employees, representative, assigns, guests, patrons or invitees or by their use of occupation of the Gardens on Spring Creek, including without limitation any loss or damage to property delivered to the facility prior to, during or subsequent to the use of the facility by the applicant.
- Patrons are not allowed to walk, wade, or swim in the water features. This also includes climbing on the rocks surrounding the waterfall and the fence around the train.

Copyright Compliance. The User assumes the complete and sole responsibility for complying with all rules and regulations concerning copyright and paying all license fees in connection therewith. In the event that User fails to pay any such fees and, as a result thereof, the City incurs costs in payment of such, and/or in satisfaction of copyright obligations, User hereby agrees to reimburse the City for such costs and/or expenses. User agrees to indemnify and hold harmless and defend the City, its officers or employees from and against any and all claims, demands, or suits that may be made or brought against them with respect to the performance of any material performed during the Event.

FOOD, BEVERAGE AND CLEAN UP POLICY

1. Food and beverages must be provided by the applicant. All food and beverages will be restricted to the Green Roof Shelter area.
2. All dishware, cups/glasses, and utensils must be provided by the applicant.
3. Applicant is responsible for clean up after the event, including cleaning of picnic tables and chairs. Trash must be picked up from Children's Garden, any other outdoor space or classroom used for the event.
4. Alcohol is **not** allowed at youth birthday parties.



2018 BIRTHDAY PARTY CONTRACT

Party Date: _____
Saturday 10:00 – 11:30am _____ 1:00 pm – 2:30pm _____
Sunday 1:00 – 2:30pm _____ (summer only)

Birthday Party for: _____ Childs Age: _____
_____ Gardens Birthday Party - \$130 for up to 10 guests
Expected Attendance: Youth _____ (max 10) Adults _____

Application Information

Applicant _____
Address _____
City/State/Zip _____
Home Phone _____ Cell _____
Email _____

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OFFICE USE

Confirmed by Youth Education Coordinator Date: _____

This Rental Contract is entered into between the Applicant and the City of Fort Collins ("City") and will be effective when signed by the City. Applicant acknowledges that the attached Birthday Party Policy is part of this Rental Contract. The City agrees to provide the facilities and equipment described above. Applicant agrees to pay the charges listed above, as well as any other fees or costs incurred by the City as a result of Applicant's use of the Gardens on Spring Creek. If the Applicant Is a corporation or other entity, the person signing on behalf of Applicant affirmatively states that he or she has authority to bind the Applicant to this Contract.

Applicant's signature

Date

The Garden's Director

Date