



**Thank you for having your Exclusive Use party at the Eagles Nest!
The following information includes guidelines for your reservation:**

Check in

- When you arrive check in at Guest Services. State your name and your child's name. The Guest Services staff will show you where your room is located.
- Any additional wristbands over the 25 included in the package will be \$5.50 plus tax.
- Additional wristbands may be requested and paid for at Guest Services. All sales are final.

Eagles Nest

- All children **MUST** wear socks in the Eagles Nest. If someone forgets socks, they are available at Guest Services for \$2.50 each.

Food

- You may provide your choice of food/beverages during your party. You are not required to purchase your food from any particular provider.
- All food and beverage is prohibited in the Eagles Nest.
- Alcohol and red dye beverages such as Kool-Aid or Hawaiian Punch are not allowed at the NBCC

Party Room Information

- Your room rental and Exclusive Use of the Eagles Nest is only the time you reserved of two hours. Either 9:00am - 11:00am or 5:30pm-7:30pm
- No glitter, confetti, silly string or piñatas.
- Your room rental is strictly the time you scheduled. Therefore, you will not have access to the Eagles Nest or the room any earlier, even to decorate.
- Electrical outlets are available in each room for your convenience.
- Please use masking tape to hang up all decorations. Hanging decorations from the ceiling is prohibited.
- For the room clean-up, please throw away all garbage into the garbage can provided and our staff will take care of the rest!

Payment Information

- Payments accepted are Visa, American Express, MasterCard, Check or Cash
- **The New Brighton Parks & Recreation Department reserves the right to charge unpaid fees or damages to your credit card following the completion of your Birthday Party Reservation.**

Birthday Party Cancellation Policy

In the event of cancellation of a party, the following fees will apply:

"Exclusive Use"- If the party is rescheduled within two months of the cancellation date, a cancellation fee will not be applied to the account. If a date has not been rescheduled within in two months of the cancellation date, the account will forfeit half of the down payment.