**Table Hire Birthday Party Terms and Conditions**

**Booking Payment**

 The table hire cost is to be paid in full, at the time of booking. This payment is non-refundable and will hold your booking date & time.

 Should circumstances change requests must be submitted to the Centre prior to the booking date for consideration.

**Additional Charges**

* For table hire bookings centre casual entry fees are applicable. Visit the Aqualink website for prices.
* You have the option to pay this fee yourself or request your guests pay as they arrive.
* To assist our Customer Service staff, a list of your guests can be left at Reception.

**Party Structure**

* The party group will have a 1hr 45min table hire allocation. The area can be utilised for dining, singing happy birthday to birthday child, and small scale, non-active games (pass the parcel, pin the tail on the donkey etc).

**Participation Numbers**

* We recommend a maximum of 20 guests to sit comfortably at the party table. For parties of more than 20 guests we recommend booking a second table hire at the corresponding time.

**Supervision**

* The party group will have general swim access to the aquatic facilities (where applicable) and must abide by all pool rules.

*For all activities, our general centre rules apply:*

* Children under 5 years must always remain within arm’s reach of a parent or guardian and be constantly supervised at all times.
* Children aged 5 – 10 years must be actively supervised by an adult guardian at all times.
* Parents/guardians supervising a group of children under the age of 5 years must not exceed the ratio 1:2.
* Parents/guardians supervising a group of children aged between 5 - 10 years must not exceed the ratio 1:4.
* Unsupervised children (of any age) will be removed from the water if the lifeguard is concerned for their safety.

**Food Information**

* Catering can be organised directly with the Café.
* Aqualink Box Hill: The Aqualink Café can be contacted on 0452 660 816 or via email at jinhuabort@gmail.com.
* Aqualink Nunawading: The Friendship Café can be contacted via email at jinhuabort@gmail.com.
* Party groups are permitted to bring their own catering. A small fridge is available for use for the duration of the booking. Freezer facilities are not available.
* No glassware and/or ceramic crockery is to be brought into the Centre.

If you have any further questions regarding your birthday party, please contact:

* Aqualink Box Hill on (03) 9843 2900
* Aqualink Nunawading on (03) 98784576