Date of Party: ____________________  Party Theme: ________________________

Time of Party: ____________________  Food Time: ________________

Child’s Name: ______________________

Age: ______________  M  F

Parent’s Name: ______________________

Expected Attendance: _____ Children  _____ Adults

Cake Type (circle one):  8” round cake  24 cupcakes
Color for name on cake: ____________________________ (Cake only – not cupcakes)

Cake Flavor (circle one):  Yellow  Chocolate

Icing/Toppings:  White butter cream  Chocolate butter cream
Sprinkles  Birthday pics

Beverage Type (circle one):  Juice  Soda

Pizza (choose 2):  ______ Cheese  ______ Sausage  ______ Pepperoni
More than one topping is an additional charge - $2.00 per topping

Fee Due:  Resident $175.00  Non-resident $200.00
*Payment is due when the party is booked (max is 15)

Maximum is 15.

Deposit Due:  All $100.00

Additional Information:
Preliminary Application Peck Farm Park Facility Rental

Name of Applicant ___________________________________________ Today’s Date ____________

Address ___________________________________________ Day phone ________________

City, State, Zip ___________________________________________ Eve. phone ________________

Official Position (if applicable) __________________________________________

Name of Organization (if applicable) __________________________________________

Date(s) requested ____________ Hours requested* ____________ a.m. or p.m. to ____________ a.m. or p.m.

*Hours requested should include time for set up and clean up.

Type of function __________________________________________

Is this group/organization within the Geneva Park District? YES ______ NO ______

Will monies be collected? YES _____ NO _____ If so, what will the monies be used for? __________________________

Expected Attendance

<table>
<thead>
<tr>
<th>Capacity</th>
<th>Orientation Barn:</th>
<th>Up to 45</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Picnic Shelter:</td>
<td>Up to 80 (10 picnic tables)</td>
</tr>
<tr>
<td></td>
<td>3-Sided Barn</td>
<td>Up to 48 (6 picnic tables)</td>
</tr>
</tbody>
</table>

Rooms / Areas Requested:

☐ Orientation Barn  ☐ Picnic Shelter  ☐ 3-Sided Barn

The areas below are only available as an addition to one of the above items.

☐ Peck Courtyard  ☐ Peck Kitchen

What type of decorations will be used? __________________________

Are refreshments to be served? ☐ No  ☐ Yes  If, Yes ☐ Drinks  ☐ Dessert  ☐ Lunch/Dinner

Will liquor be served? ☐ YES  ☐ NO  If yes, SOLD _____ DISPENSED ______

*Liquor to be served from __________ P.M. to __________ P.M.

Group is responsible for decorating and general clean-up.

*Preliminary application must be returned to Peck Farm as soon as possible but no later that 14 days prior to requested event.

As authorized representative of the above-named group/organization, I hereby request the use of park facilities as indicated and agree to the fulfillment of regulations and payments governing the use of these facilities as outlined in the Building Use Policy and the Park Code. As authorized representative of the above-named group/organization, I agree to personally coordinate and supervise the use of the facility to include set up, deliveries and cleanup.

____________________________  __________________________
Signature                  Date

FOR OFFICE USE ONLY

DEPOSIT ___________________________ INSURANCE FEE ___________________________
RENTAL FEE ___________________________ POLICE FEE ___________________________

PAYMENT TYPE
☐ Check  ☐ Cash  ☐ Visa  ☐ MC  ☐ Discover  Signature ___________________________ Date ____________

Card Number

Exp. Date