



# Phinizy Swamp Nature Park - Nature Explorers Birthday Party Reservation & Agreement

Birthday child's name:		
Child's age on birthday:	Boy / Girl <i>(please circle)</i>	Birthday child's t-shirt size:
Party date:	Party start time:	Facility rental time (4 hours):
<p>Party size:      Small - up to 15 children \$200 (less 10% for Phinizy Center members)</p> <p><i>(please select one)</i>      Large – 16 to 25 children additional \$8.00 per child .....  <span style="margin-left: 200px;"><i># of children</i></span></p> <p style="text-align: center;"><b>**Friends of Phinizy members receive 10% discount**</b></p>		
Renter (Parent/Legal Guardian) full name:		
Address:		
Phone:	Email:	
<p>Your Nature Explorers Birthday Party package includes:</p> <ul style="list-style-type: none"> <li>• Guided explorative nature hike (approx. 1 hour)</li> <li>• Activities &amp; games</li> <li>• Phin &amp; Izzy kid's t-shirt for birthday child</li> <li>• Birthday party invitations</li> <li>• 4 hour Education Meeting room reservation – includes time for parent to set up &amp; break down party decorations</li> </ul>		
<p>Parent/Guardian provides:</p> <ul style="list-style-type: none"> <li>• Birthday cake/cupcakes &amp; candle/s</li> <li>• All other food &amp; drinks</li> <li>• Tableware</li> <li>• Coolers &amp; ice</li> <li>• Optional: Security. Please contact Lieutenant Paul Johnson if you would like to request Richmond County Sheriff's Office security. All costs paid for by renter. 706.828.7148 or PJohnson@augustaga.gov</li> </ul>		

## Payment Tabulation

Item	Cost
Birthday party for up to 15 children (including siblings)	\$ 200
Additional children - \$8.00 per child, maximum 25 children (including siblings)	
Less 10% Friends of Phinizy member discount	
Refundable Damage Deposit	\$75
<b>TOTAL DUE</b>	

Credit Card #: \_\_\_\_\_ (Visa, Master Card, Discover, AmEx)

Exp. Date: \_\_\_\_\_

Verification#: \_\_\_\_\_  
(last 3 digits on signature strip)

Billing Zip: \_\_\_\_\_

Or check payable to: **Phinizy Center**, 1858 Lock & Dam Rd, Augusta GA 30906

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### Rental Procedures & Facts

- Renter will receive a copy of this Birthday Party Reservation & Agreement as confirmation notice.
- \$75 Refundable Damage Deposit is due upon completion of Birthday Party Registration & Agreement.
- Full payment due no less than 14 days before Birthday Party reservation date.
- A pre & post facility visual check of the Rental facility will be completed by a Phinizy Center representative & the Renter.
- Renter is responsible – and will be held responsible – for any caterer, band or entertainment, DJ, guests or other parties involved in the event, all of whom are deemed Renter Entities as that term is used in the Birthday Party Reservation & Agreement.
- Props, decorations, linens, or any other item to be used for function may NOT be delivered or stored outside of documented facility rental times.
- Items left behind are not the responsibility of Phinizy Center.

### Reasons for Forfeiture of Damage Deposit

- Destruction, loss, and/or misuse of facility or property belonging to Phinizy Center.
- Entry before specified rental time, and/or departure after rental time.
- Violation of rules or terms of Birthday Party Reservation & Agreement by the Renter or Renter Entities.

### Cancellation Policies

- All cancellations must be made in writing (email acceptable) by the Renter no less than 48 hours prior to the scheduled function.
- A \$25 administrative fee will be charged for all cancellations made 48 hours prior to reservation.
- Phinizy Center will retain all fees paid for cancellations made less than 48 hours prior to the scheduled Birthday Party.

## House Rules and Regulations

- A Phinizy Center representative will be on Nature Park site during all rental times.
- **Smoking is not permitted anywhere in the Nature Park or its facilities.**
- Please do not touch or feed any wildlife.
- Motorized vehicles are not permitted in the Nature Park.
- Vehicles cannot be “double parked”, blocking other vehicles, blocking trails or roads.
- Sparklers and fireworks are not permitted in the Nature Park or its facilities.
- All events will maintain moderate noise levels.
- Portable music devices are allowed, however sound is to be kept low and music family friendly.
- Lewd or offensive behavior by the Renter or Renter Entity may result in immediate event termination with no refund.
- **Throwing glitter, silly string, confetti, and similar items outdoors is strictly prohibited.**
- Birdseed, rice, and/or bubbles are allowed and may be used outside of Phinizy Center buildings.
- Renter is responsible to ensure compliance with all terms, conditions, and requirements stated herein are met.

### Additional Hours & Costs Calculation

- Renter will be charged an additional fee for each hour or part thereof that any Renter Entity occupies the premises outside of the time stated in the Birthday Party Reservation & Agreement.
- Each additional hour or part thereof will result in an additional charge of \$50 per hour.
- Renter will be charged “per child” fee for any additional children that unexpectedly show up, to include guest siblings in attendance.

### Standard Clean Up Requirements

- All clean up must be completed during the time of the specified rental time.
- The Renter is responsible for cleaning up all spaces used – clean up drink & liquid spills, wipe down tables, clean off any wall markings, floors swept, all trash picked up, trash taken to dumpsters, etc.
- Any trash generated by the event must be placed in the trash cans provided and taken to dumpsters.
- All decorations must be removed before departing – to include balloons posted for guest directional purposes.
- All staging, drapes, audio visual equipment, etc., are to be removed from the structures.
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### Decorating Do's and Don'ts

- Anything causing permanent damage in any facility cannot be used.
- Decorations cannot be attached to plants or trees within the Nature Park.
- All decorations must be removed before departing – to include balloons posted for guest directional purposes.
- All decorating must be done during the specified rental time outlined in Birthday Party Reservation & Agreement.
- Hay or straw is not allowed inside any facility.

Renter has inspected the premises and accepts the use of the premises as-is. Renter agrees to indemnify and hold harmless Phinizy Center for Water Sciences (Phinizy Center) and its employees, agents, volunteers, and Board of Directors from any claims of any kind, including but not limited to: (1) personal injuries and/or property damages suffered by any individual or entity arising from, associated with, or in any way connected to the use or occupation of the premises by Renter or Renter's guests, invitees, agents, employees, vendors, or any independent contractors associated with or working for the benefit of the Renter (collectively, Renter Entities) and (2) any attorney's fees incurred by Phinizy Center or taxed against Phinizy Center in connection with any claims of any type arising from, associated with, or in any way connected to the conduct of any Renter Entities. Renter further agrees to comply with all applicable ordinances, regulations, and laws (Laws) and to indemnify and hold harmless Phinizy Center against any claims or damages of any type arising from, associated with, or in any way connected to the conduct of any Renter Entities in violation of any Laws.

The Renter shall find the premises to be clean and in working condition and hereby agrees to leave said premises and surrounding areas in a like condition. Failure by the Renter to adhere to this provision will subject Renter to forfeiture of Damage Deposit. The Renter also agrees to abide by all rules and regulations that are attached and made part of this Agreement. The Renter is responsible for damage or breakage to any portion of Phinizy Swamp Nature Park and its property caused by any Renter Entities.

**The rental procedures, rental facts, caterer’s rules, house rules and cancellation policy, which are attached hereto, are incorporated into this Agreement. By signing this Agreement, this document becomes a valid and binding Rental Contract. Renter is agreeing to all stipulations and that all terms of this agreement shall be incorporated into the Rental Contract. If Phinizy Center learns that Renter intends to violate said rules, Phinizy Center reserves the right to cancel the Rental Contract and return all rent to the Renter without further liability.**

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**Birthday Party Discounts**

*Friends of Phinizy Center members receive 10% discount Birthday Party package total.*

When you become a Friend of Phinizy you become an important part of the Phinizy Center team! Your financial support helps take care of the Nature Park, advance important water research, and educate current and future generations. Friends of Phinizy family member packages start as low as \$50.

**Check here if you would like information about becoming a member.**

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**How did your learn about our Birthday Parties?**

- Phinizy Center Website
- Facebook
- Other Social Media
- Park Kiosks
- Swamp Shop
- Other:

\_\_\_\_\_ I understand that on the day of my reservation, I will pay the “per child” fee for any additional children  
(Initial) that unexpectedly show up, to include guest siblings in attendance.

**I HAVE READ AND UNDERSTAND THIS RENTAL AGREEMENT SET FORTH BY PHINIZY CENTER FOR WATER SCIENCES.**

\_\_\_\_\_  
RENTER SIGNATURE

\_\_\_\_\_  
PRINTED NAME

\_\_\_\_\_  
DATE

\_\_\_\_\_  
PHINIZY CENTER REPRESENTATIVE SIGNATURE

\_\_\_\_\_  
PRINTED NAME

\_\_\_\_\_  
DATE

Please forward signed Birthday Party Reservation & Agreement, along with payment to:  
Mail: Phinizy Center for Water Sciences, 1858 Lock and Dam Road, Augusta, GA 30906  
Fax: (706) 828-2129  
Email: [kim.dillard@phinizycenter.org](mailto:kim.dillard@phinizycenter.org)