

Follow the Signs to A

Birthday Party Reservation Form

TO CONFIRM RESERVATION
PLEASE FILL OUT FORM: FAX TO 859-624-5864
MAIL \$30 DEPOSIT TO
P. O. BOX 907, RICHMOND, KY. 40476

DIRECTIONS AND INFO AT www.baldwinfarmsky.com

FAX TO 859-624-5864, MAIL \$40 DEPOSIT TO
1113 TATES CREEK ROAD, RICHMOND, KY. 40475

DIRECTIONS AND INFO AT www.baldwinfarmsky.com



(If more than one group is scheduling or separate times are required, please fill out separate forms.)

Please Schedule # Persons attending Birthday Party _____ @\$6 each person
Total Reservation Cost _____ Birthday Parties require \$30 Deposit: Address Above

Scheduled Date: _____ Time: ___ a.m. ___ p.m.
Group/Organization: _____ Group Age Range _____
Parent or Contact Person: _____
Mailing Address: _____ Phone: _____
Cell: _____

Email: _____
School (if applicable) _____ Fax: _____

(One chaperone to every six children must accompany groups under 18)

No. Guests: _____ No. Chaperones: _____ No. Others: _____

Alternate Contact Person: _____ Cell: _____
Email: _____

IN THE EVENT OF CANCELLATION: Please contact Baldwin Farms a minimum of 5 business days prior to your scheduled event if you must cancel. Your deposit will be refunded to you if you follow our cancellation notice procedure. Otherwise, deposits are non-refundable. We will reschedule your party in case of rain or verifiable emergency.

CONFIRMATION: The contents of this agreement meet with my approval and I consider all arrangements to be confirmed and definite contingent upon Baldwin Farm's approval and confirmation of this date/agreement.

Signature: _____ Today's Date: _____

SPECIAL REQUESTS/INSTRUCTIONS: _____

REMINDERS:

- Events begin promptly at scheduled time. Please arrive 20 minutes early to prepare for your guests if you are hosting an event. If you are running late, please call me on my cell phone.
- Have one person pay for the entire group upon arrival. We accept cash and/or checks.
- N/C for infants or chaperones in children's groups.
- Dress appropriately for the weather and for play. Comfortable shoes and old clothes are best. Little ones may need a sweater or jacket on some days. BRING WIPES for hand washing.
- Please park vans or buses parallel where designated. Carpool where possible.
- Consolidate refreshments, drinks or lunches in boxes/coolers to be carried to the picnic area.
- Please supervise children carefully. We are not responsible for accidents or injury.

We look forward to seeing you!

Marge Baldwin