

the hub.

PLAY and cafe

Thank you for your party booking at *The Hub*. We are so excited that you get to celebrate your party with us.

Could you please fill in our 'Party Booking Details Form' and return it to us at thehub@gatewaycommunitycare.net.au no later than the week before your party. This will be sent to you via email shortly.

We require:

- How many children will be coming (8 are included in the cost of a classic party each additional child is \$20, & 20 are included in the VIP party each additional child is \$30). The number of confirmed children is the number of spaces we will set for your party.
- Party food box selection (please select one option from our selection).
- Pick a colour theme for decorations.
- Pick any add-ons that you would like for your party (an extra cost is involved for these options, which is payable on the day of your party).

Adults are welcome to join in but are not catered for under a party booking but you can order a platter from our add-ons. These are ideal for adults or you can order anything off our Cafe Menu and we can deliver it into your private room. Unfortunately we only allow birthday cakes to come into our facility with a BYO fee of \$20, self catering isn't an option.

Please remember to remind your guests (children) to bring socks on the day to play on the playground.

Once we receive your form back we will be in touch a few days before your party to confirm all your party details along with the final amount owing on the day of the party. When we send this out please check over your party details and contact us if anything is incorrect.

Cancellation:

Please note a cancellation fee applies for cancelled bookings. We will try to reschedule your party but if this is not possible we will hold a \$30 admin fee on a classic party and \$100 on a VIP party.

Kind Regards,
From the Team at The Hub
64241636