



THE WAVE BIRTHDAY PARTY PACKAGE PROCEDURES AND FEE SCHEDULE

The Dublin Wave has several areas available for use for Birthday Party reservations. These areas require a reservation and are booked on a first come, first served basis. The Birthday Party Package establishes rules, regulations, procedures, and fees governing use of these areas at The Wave for Birthday Party Package rentals.

Hours of Rental Use

1. Birthday Party Package time selections: 11:00 a.m. - 2:00 p.m. or 2:30 p.m. - 5:30 p.m.

General Rental Information

1. Birthday Party Packages will be issued to adults only. Birthday parties must be supervised by a ratio of **one (1) adult for every seven (7) minors while they are inside the park.**
2. All birthday guests (including those not participating in park attractions) require an admission ticket. Non-party tickets are regular admission prices and do not include any of the Birthday Party amenities, including reserved seating and food items.
3. **The packages require a minimum purchase of eight (8) Birthday Party Package tickets (up to 32 participants); each additional person, beyond the first eight tickets, is \$27.00.**
4. Areas other than the reserved Birthday Party Package rental areas are open to the public.
5. Outside food and beverages are not allowed in park.
6. Bringing additional equipment (such as tables, chairs, tents, stages, etc.) to augment the amenities is not allowed.
7. It is prohibited to paste, tack, glue, or post any sign, placard, advertisement, or inscription, or to erect any sign in the park.
8. Decorations allowed: balloons attached to a weight and table-top items only.
9. The use of confetti is prohibited.

Package Details: 8 participant minimum (1 adult per 7 children)

\$216.00

Admission (full day)

Reserved seating area for 3 hours

Lunch for each participant*

Plates and utensils

Cake-cutting kit

Online Invitations

Party Favor (1 per Birthday Party Package ticket)

Wave Radio Shout Out \$25.00

2 radio announcements for the Birthday Party Guest of Honor

***Each lunch meal comes with an apple juice, an applesauce pouch, and choice of pizza or hot dog.**

How to Make a Reservation

Please note that the City requires the applicant, not another party, to complete all transactions.

1. To make a reservation, you will need to submit a Birthday Party Package Application and full payment of rental fees.
2. Applications must be submitted in person at The Dublin Wave, 4201 Central Parkway, Dublin, CA 94568, during business hours.

Payment Schedule

1. Payment must be made in full at the time the application is submitted.
2. Payments may be made by VISA, MasterCard, American Express, Discover, or cash.

Cancellations, Changes and Refunds **Initial:**

1. Cancellation requests must be made in writing by the applicant. Reservations may not be transferred, assigned, or sublet.
 - a) If the request is received seven (7) days or more prior to the event date, the fees will be refunded, less a \$5.00 processing fee.
 - b) If the request is received fewer than seven (7) days prior to the event date, the applicant will forfeit ALL fees.
 - c) No changes are allowed to the Birthday Party Package less than 72 hours prior to the event.
 - d) You will receive one FREE party change; afterward, there will be a \$10 fee for every change made 72 hours prior to your event.

**Be sure to bring your approved Birthday Party Package Application
and receipt with you on the day of your event.**



The Wave Birthday Party Package Application

City of Dublin - Parks and Community Services Department – The Wave at Emerald Glen
4201 Central Parkway, Dublin, CA 94568 (925) 574-4800

Party Date Requested: _____ Time: 11:00AM - 2:00PM 2:30PM – 5:30PM
Last Day for Changes: _____ (72 hours prior to event) **Initial:** _____

APPLICANT INFORMATION

Last Name: _____ First Name: _____
Address: _____ City: _____ Zip Code: _____
Contact Number(s) During the Day: _____ Evening: _____
E-Mail: _____

ONLINE INVITATION INFORMATION **Initial:** _____

Guest of Honor Name: _____ R.S.V.P. Date: _____
E-Mail: _____ Phone: _____

BIRTHDAY PARTY PACKAGE FEES - 8 participant minimum (1 adult per 7 children)

of Packages: _____ x \$27.00 # of tickets purchased: _____ Adults: _____ Children: _____

Party Area 1 2 3 4 **Group Area (if applicable)** 1 2 3 4 5 **Wave Shout Out - \$25.00 extra**
 12pm, 1 pm 3:30 pm, 4:30 pm

Party Favor: Bubbles _____ Beach Ball _____ Sunglasses _____

FOOD SELECTION - Selections made at time of payment **Initial:** _____

Pizza Meals are Family Style: Pepperoni _____ Cheese _____ Hot Dog _____

Each meal comes with an apple juice and an applesauce pouch in addition to the choice of pizza or hot dog.

Additional Info: _____

Delivery Time: 12:00pm 1:00pm 3:30pm 4:30pm

Cake: YES NO (NO cakes larger than ¼ sheet) **CAKE DELIVERY TIME:** _____

CUSTOMER SIGNATURE

The undersigned, hereby agrees to be responsible for any damage to the facility occurring during and by this use and agrees to be responsible for the conduct of all persons attending this function. Applicant further agrees to be responsible for any accident or injury occurring to anyone during and by this use, and agree that the City of Dublin, its officers and employees, shall not be responsible for any such injury or loss, except as arises from the sole willful act, omission or sole negligence of the City of Dublin, its officers or employees.

Signature of Applicant **Print Name** **Date**

PAYMENT INFORMATION – Staff Only

DATE: _____ TOTAL AMOUNT PAID: _____ CASH: _____ CHECK #: _____

CREDIT CARD: Visa MasterCard Discover Amex **Receipt #:** _____ **Staff Name:** _____