

# First Baptist Grapevine CLC Party Request Form

*Why deal with the frustration of a house full of children when you can have your party here at the CLC? You can enjoy playing basketball, play party games in the gym. The snack room or social room can be used to serve refreshments. The Arts and Crafts room can be used for a Craft Activity.*

*Parties are held on Saturday from 10:00am -12:00pm or 1:00 pm – 3:00 pm. We can reserve one party a day. **Reservations must be submitted at least two weeks in advance.***

***No Parties will be scheduled during Upward Indoor Soccer Season in the CLC. Upward Indoor Soccer Games are scheduled for the month of July.***

## **Who can schedule a party?**

*Anyone may request use of the CLC for parties for family members. Church Members are responsible for guests while at the CLC*

## **What costs are involved?**

*The fee for the use of the CLC is \$50.00 per party for church members. This fee includes all Gym equipment for two hours.*

*The fee for the use of the CLC is \$75.00 for non church members. This fee includes all Gym equipment for two hours.*

*For fifty participants or more please contact the CLC staff for prices.*

## **How do I schedule a party?**

*Complete the reservation request form and return it to the CLC offices with your party fee at least two weeks prior to your event. Your request will be submitted for approval. You may call the CLC offices to confirm your date the following Friday.*

*By reserving your party at least one month in advance you will have a better opportunity to receive your first date choice. In order to reserve areas for birthday parties, this form must be completed.*

***Church activities have priority in the CLC at any time.  
Your party fee will not be processed until after the staff has approved your event and you have received confirmation.***