

# KINCUMBER PLAYTIME & INDOOR SPORT CENTRE PARTY PROCEDURES

19 COCHRONE STREET, KINCUMBER TEL: (02) 43683197  
www.kincumberindoorsports.com.au

Dear Mum/Dad/Guardian

Thank you for choosing Kincumber Playtime & Indoor Sports Centre for your Party Venue. At Kincumber Playtime & Sports Centre we will do our utmost to ensure your special event is a most enjoyable one.

I have enclosed a form for you to fill out with the children's names attending the party. You can use this form to help you keep track of names and numbers and any possible dietary requirements. Please note that we give you up until the **Thursday** before the party to confirm numbers. **Once numbers are confirmed that is what we use to allocate staff and catering. Party costings are based on this number.**

## **Children in Sports Parties need to understand that the Playtime area is out of bounds.**

I have compiled a list below of the most asked questions and hope this helps you. Please do not hesitate to call if there are any further questions you have.

**Q: I need to cancel my party. Can I get a refund of my deposit ?**

**A:** You can get a refund if you cancel more than 2 weeks out. Otherwise we can offer an in-house credit.

**Q: Can we use your facilities for a party, but not have it catered etc.**

**A:** Yes, you can reserve a table/tables, BUT you need to arrive no later than 9:30am. You are more than welcome to bring in your birthday cake. Food is available either by ordering straight from our menu on the day or by pre-ordering so it is ready for you when you come in. Admission prices will be charged for each child. There is a list of prices attached for food etc. **We do not allow self-catering unless you have booked a BYO SPORTS PARTY. We do not offer BYO Playtime Parties. NO ADULT FOOD**

**A: NO ADULT FOOD PLEASE. We provide a coffee shop facility and you are more than welcome to run a Tab with us and include it on your party bill or leave it up to individuals to order if they wish. If you would like to pre-order a cold/hot plate for your guests this will be prepared for you and placed on your reserved table on arrival.**

### **COLD PLATTER 1 - \$50**

(Serves 10-12)

Mixed Sandwiches

Cheese, Cabanossi, Dip Plate

### **COLD PLATTER 2 - \$45**

(Serves 10-12)

Mixed Sandwiches

Platter Wedges with Sour

Cream & Sweet Chilli

### **HOT PLATTER - \$45**

(Serves 10-12)

Toasted Focaccia/Turkish Bread OR

Toasted Sandwiches

Platter Wedges with Sour Cream & Sweet Chilli

**Q: Can children not participating in the party but who will be attending with their parents play in any of the areas?**

**A:** Yes. If siblings of your guests etc are attending but not included in the party food etc all we ask is that parents of these children are aware that a **Casual Play Admission Charge** for these children will apply. If older siblings wish to play in court area casual rates apply as normal. Courts (if available) \$5 per child. **PLEASE ENSURE YOUR GUESTS ARE AWARE OF THIS TO AVOID EMBARRASSMENT ON THE DAY. MAX AGE IS 7.**

**Q: If older children are to be included in party food etc but not in party activities, how much will it cost?**

**A:** Costs for these children will be \$7

**Q: Do you have parties on Sundays ?**

**A:** Yes. However, there is a 10% surcharge as staffing costs are significantly higher on Sundays.

**We look forward to seeing you at the party 😊😊**

## PARTY MENU CHOICES

### Menu 1

### Menu 2

### Menu 3

<i>Platters mixed sandwiches</i>	<i>Breast Chicken Nuggets</i>	<i>Party Sausage Rolls</i>
<i>Hot Chips</i>	<i>Hot Chips</i>	<i>Party Pies</i>
<i>Cheezels</i>	<i>Cheezels</i>	<i>Hot Chips</i>
<i>Watermelon</i>	<i>Watermelon</i>	<i>Cheezels</i>
<i>Fairy Bread</i>	<i>Fairy Bread</i>	<i>Watermelon</i>
<i>Juice/Cordial</i>	<i>Juice/Cordial</i>	<i>Fairy Bread</i>
		<i>Juice/Cordial</i>

