



215 Durham Ave., Metuchen, NJ, 08840
info@sportsplexatmetuchen.com

Phone: 732-494-3000
Sportsplexatmetuchen.com

Sportsplex at Metuchen Party Contract

(1) PAYMENT

- **DEPOSITS:** A \$50 deposit will be taken for your party the day that you book your party. **DEPOSITS ARE NON-REFUNDABLE!** If you are paying by credit card, a credit card can be processed over the phone. If you are paying by check it needs to be sent within one week of booking your party. If you will be paying by a government issued purchase order then we will need a copy of the purchase order within one week. **IF PAYMENT IS NOT RECEIVED WITHIN ONE WEEK OF BOOKING THAN YOUR PARTY WILL BE TAKEN OFF OF OUR SCHEDULING CALENDAR, NO EXCEPTIONS!**
- **REMAINING BALANCE PAYMENTS:** On the day of your party, all parties are required to pay the remaining balance owed. You may pay by check, credit card or cash for the remaining balance. If you are paying by purchase order, then we will need to process a check on that day.
- **CANCELLATIONS:** In the event that you need to cancel your party you must give **TWO** weeks' notice and regardless the \$50 deposit will not be returned as it is non-refundable. If you cancel less than **ONE** week prior to your party date than 50% of your payment will be taken and processed. If you do not inform the Sportsplex at Metuchen that you are cancelling your party or if you do not show up on the day of your party, then 100% of your party payment will be taken and processed.
- **TIP:** An automatic 18% tip will be added to your invoice, prior to the end of your party. An additional tip can be added to your invoice or given to your party helper in the form of cash, if desired.
- **CLEANING FEE:** A cleaning fee of \$200 is automatically added to your invoice at the time of signing this contract. This fee is **REFUNDABLE** pending the facility is intact, and there is no extreme mess or damage to the facility in ways such as but not limited to:
 - *Stains*
 - *Broken Walls*
 - *Damage to Basketball Court (if applicable)*
 - *Damage to Turf Fields (if applicable)*
 - *Damage to Paint Job*

(2) PROPER ATTIRE

- All participants must wear comfortable clothing.
- The following list is what **IS** appropriate to wear:
 - Comfortable clothing such as athletic style pants/shorts and t-shirts

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- The following list is what **NOT** appropriate to wear:
 - No studded or spiked belts
 - Preferably no jeans
 - No sandals or sockless shoes
 - No dresses

(3) LATENESS

- If your party is late on the day of, the Sportsplex at Metuchen has the authority to alter/decrease your open play time accordingly. Please be on time.
- The Sportsplex at Metuchen recommends that every party arrives 15 minutes **EARLY** to ensure that you receive full playing time.

(4) STRUCTURE

- Prior to your party please have your participants ready to engage in their activities and properly situated.
 - I.E. waiver checking, activity set up, room situating
- Please leave your personal belongings in the designated party room. Your party room will be locked, so we encourage you to keep your belongings in the room.
- Upon booking your party with the Sportsplex at Metuchen you are entitled to a two-hour time slot.

(5) SPECIAL REQUESTS

In the event that your party needs accommodations or special requests such as food with dietary restrictions or if you need a specific staff (such as ALL male or ALL female) providing that it is a reasonable accommodation the Sportsplex at Metuchen will be requesting an additional charge for those services.

The Sportsplex at Metuchen is not responsible for anyone's belongings, you are responsible for any belongings that you bring into the building.

Below is a list of the rules that **MUST** be followed while in the building:

- (a) Everyone **MUST** have a signed waiver by a parent/legal guardian
- (b) No food or drinks on the playing surfaces
- (c) No objects in your pockets while playing (cell phone, keys, etc)
- (d) No running in the hallways around in the entire facility
- (e) No profanity allowed

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STRIKE POLICY:

The Sportsplex at Metuchen has a three strike policy which is as follows:

(a) After listening to your party helpers on rules and regulations, each participant has one strike since they have already been explained all of the rules by one of our staff members.

(b) All employees are allowed to give out strikes to any participant that breaks any of the rules listed above as it is to ensure the safety of all of our customers.

(c) Each participant can receive up to three strikes, on the third strike the head helper on duty or anyone on the management team is entitled to the right to remove that individual off the surface for the remainder of the time and put sit with one of your guests that are 18+ in age.

BY SIGNING THIS CONTRACT I, _____
(Party Host)

AGREE TO THE FOLLOWING INFORMATION AND WILL ABIDE BY ALL OF THE
RULES

AND GUIDELINES AS IT IS STATED ABOVE.

PARTY HOST SIGNATURE

DATE