



**Municipal District of St. Stephen –  
Garcelon Civic Center**

Phone: 506-467-3030  
Events@chocolatetown.ca

# **Birthday Party Policies:**

## **Summary of Rental Conditions:**

- Party rooms rented in 4hr slots. No access available prior to the start of the booking time.
- No homemade food allowed except for birthday cake/cupcakes. Food brought into the facility must be prepared in a commercial kitchen (i.e. pizza, Subway, Pita Pit, Superstore pre-made food, etc)
- Adult use of youth punch card (public swim times) is valid for birthday party time only. Standard conditions apply at all other times the card will be used.
- All children seven (7) years and under must be accompanied by a responsible adult, sixteen (16) and over, in the water and within arm’s reach at all times, at a ratio of two (2) children per adult. Children eight (8) to eleven (11) must be accompanied by a responsible adult at a ratio of three (6) children per adult.
- Only painters tape or 3M removable strips allowed for hanging decorations. No other options (regular tape, tacks, etc) allowed. Renters will be liable for any damage to room surfaces.
- Bouncy castles, smoke machines, hockey sticks/pucks/balls, etc are NOT allowed in the conference rooms.
- All rentals must be paid a minimum 48 hours prior to the event, or will be subject to cancellation.

Failure to comply with the above terms and conditions may result in access being denied to the pool/rink and/or party room, with no refund.

I understand the terms and conditions:



Signature