



Family Community Center

Graduation Party Rental Agreement

Community Center: 218-643-1282

City Hall: 218-643-1431

521 North 6th Street, Breckenridge

Graduation Party Reservations:

For graduates of Breckenridge High School, reservations for graduation parties can be made a maximum of three years in advance of the desired date. Graduation party reservations for graduates of other schools can be made a maximum of one year in advance. Reservations are made by contacting the Center Director. A non-refundable 50% down payment and completed reservation form is required to confirm a reservation. The balance is due six months prior to the reserved date. Payment in full is required for reservations made less than six months in advance. Cancellations made within six months of the reserved date will not be refunded, except under special circumstances.

Special Rates and Conditions Agreement:

Graduation party reservations are for all day exclusive use from 10:00 am to 10:00 pm. This includes all decorating, set-up, and clean-up time. If you do not need the facility all day, you may share the reservation and split the fee with another party with prior notice to the Center Director. The graduation party rental rate for graduates of Breckenridge High School is \$80.00; \$100.00 for graduates of other schools. The fee includes full use of the game room, but please be advised that any and all damages to game tables or equipment will be taken out of the damage deposit. A cleaning and damage deposit of \$50.00 is required to receive a key to the facility. Cleaning expenses and/or damages in excess of the deposit will be billed to the responsible party host.

Date of Reservation: _____ Year: _____

Name of Graduate: _____

Name of Parent(s)/Guardian(s): _____

Address: _____

Phone: _____ Alternate Phone: _____

Anticipated Number of Guests: Adults _____ Youth ages 13-19 _____ Children 12 & under _____

Total Fee: _____

Down payment: _____ Check Number: _____ Received on: _____ By: _____

Balance Due: _____ Due Date: _____ Received on: _____ Check #: _____

Cleaning and damage deposit (\$50.00) received by: _____ Check Number: _____

Key Number: _____ Given out on: _____ Returned on: _____