



The WAVE Birthday Party Package Procedures and Fee Schedule

The Birthday Party Package establishes rules, regulations, procedures, and fees governing use of these areas at The WAVE for Birthday Party Package rentals.

Hours of Rental Use

1. Birthday Party Package time selections: Saturday: 1:00 p.m. – 4:00 p.m. or Sunday: 1:00 p.m. – 4:00 p.m.

General Rental Information

Initial: _____

1. Birthday Party Packages will be issued to adults only. Birthday Parties must be supervised by a ratio of one (1) adult for each seven (7) minors while they are inside the Wave. **The supervising adults will need to pay the birthday party package fee.**
2. All birthday guests (including those not participating in Recreational Swimming) require an admission.
3. **The Packages require a minimum purchase of eight (8) birthday party package tickets (up to 32 participants); each additional person is \$20. (Maximum party attendance is 32, including guests and supervising adults.)**
4. Areas other than the reserved Birthday Party Package rental area are open to the public.
5. Outside food and beverages are not allowed.
6. Bringing additional equipment (such as tables, chairs, tents, stages, etc.) to augment the amenities is not allowed.
7. It is prohibited to paste, tack, glue, or post any sign, placard, advertisement or inscription, or to erect any sign in the Viewing Room Area.
8. Decorations allowed: Balloons attached to a weight, table-top items only.
9. The use of confetti is prohibited.

Package Details (1 Adult per 7 Children)

Saturday or Sunday dates available
Admission (Recreational Swimming)
Reserved seating area for three (3) hours
Pizza Lunch, served “family-style”
Plates and utensils
Cake-cutting kit
Digital Invitations
Wave Novelty Item (one per birthday party attendee)

How to Make a Reservation

Please note that the City requires the applicant, not another party, to complete all transactions.

1. To make a reservation, you will need to submit a Birthday Party Package Application and full payment of birthday party fees.
2. Applications must be submitted in person at The Dublin Wave, 4201 Central Parkway, Dublin, CA 94568, during business hours.

Payment Schedule

1. Payment must be made in full at the time the application is submitted.
2. Payments may be made by VISA, MasterCard, American Express, Discover, checks, or cash.

Cancellations, Changes and Refunds

Initial: _____

1. Cancellation requests must be made in writing by the applicant. Reservations may not be transferred, assigned, or sublet.
 - a) **If the request is received seven days or more prior to the event date, the fees will be refunded, less a \$5.00 processing fee.**
 - b) **If the request is received less than seven days prior to the event date, the applicant will forfeit ALL fees.**
 - c) **No changes to the Birthday Party Package allowed 72 hours prior to the event.**
 - d) **You will receive one party change for free; after that, there will be a \$10.00 fee for every change made before your 72-hour date.**

Be sure to bring your approved Birthday Party Package Application and receipt with you on the day of your event.



The WAVE Birthday Party Package Application

City of Dublin - Parks and Community Services Department – The WAVE at Emerald Glen Park
4201 Central Parkway, Dublin, CA 94568
(925) 574-4800

Party Date Requested: _____ Time: Sat Sun 1:00 p.m. – 4:00 p.m.

Last day to make changes: _____ (72 hours prior to event) Initial: _____

APPLICANT INFORMATION

Last Name: _____ First Name: _____

Address: _____ City: _____ Zip Code: _____

Phone #: _____

E-Mail: _____

DIGITAL INVITATION INFORMATION

Initial: _____

Guest of Honor Name: _____ R.S.V.P. Date: _____

E-Mail: _____ Phone: _____

BIRTHDAY PARTY PACKAGE FEES - 8 guest minimum (1 Adult per 7 Children)

Initial: _____

Saturday-Sunday

of Packages: _____ x \$20: \$ _____ (Number of tickets purchased: _____ Adults: _____ Children: _____)

Wave Novelty Item: Bubbles _____ Beach Ball _____ **Wave Shout Out - \$25.00 extra**

Party Area

2:30 p.m. and 3:30 p.m.

Natatorium Viewing Room

If a cancellation request is received less than seven days prior to the event date, the applicant will forfeit ALL Birthday Party Package fees.

FOOD SELECTION - Selections made at time of Payment

Initial: _____

Pizza: Cheese _____ Pepperoni _____ Pizza is served family-style (1 meal per participant)

Delivery Time: 2:30 p.m. Additional: _____

Cake: YES NO (NO cakes larger than ¼ sheet) CAKE DELIVERY TIME: 2:30 p.m. 3:30 p.m.

CUSTOMER SIGNATURE:

The undersigned, hereby agrees to be responsible for any damage to the facility occurring during and by this use and agrees to be responsible for the conduct of all persons attending this function. Applicant further agrees to be responsible for any accident or injury occurring to anyone during and by this use, and agree that the City of Dublin, its officers and employees, shall not be responsible for any such injury or loss, except as arises from the sole willful act, omission or sole negligence of the City of Dublin, its officers or employees.

Signature of Applicant

Print Name

Date

PAYMENT INFORMATION – Staff Only

DATE: _____ TOTAL AMOUNT PAID: _____ CASH: _____ CHECK #: _____

CREDIT CARD: Visa MasterCard Discover Amex Receipt #: _____ Staff Name: _____