



How it works:

- Guests can arrive up to 30 minutes before taking the field to drop off gifts and coats etc. in the event room.
- While the guests are on the field for the 55 minute time slot, the party host can decorate the room, put out the food and place settings etc.
- Once off the field, the remaining 1.5 hours is for the party, final clean-up, and removal of your personal items.

1. **Artificial Turf Field Rental:** You are allocated ¼ field (30 x 60 yards within the blue markings) for 55 minutes with goal nets, balls, and cones. **Nothing but water inside the dome. Proper shoes must be worn.**
2. **Field Activities:** This is the first part of your party. You plan the program for your athletes – up to a maximum of 24 participants on the field. It is possible to have multiple small-sided games running on a quarter field simultaneously. Let us know if required.
3. **Room Rental:** You will be allocated 3 hours in either the North or South event room (a “half” room). The room will be set up with 2 rectangular tables, 4 round tables and 24 chairs – the room capacity is quite comfortable at 40 persons (adults plus children). Wherever possible, we schedule the North event room that includes the kitchenette with a fridge, sink, microwave and a pass through to the main room. If this specific side of the room is unavailable, we would let you know beforehand.
4. **Food/Beverages:** You bring in or order in (to be delivered) your own pizzas, subs, cake, juice, pop, water, etc. We can provide contact information for community/club sponsors such as Pizza Pizza Pickering or Subway at Bayly and Brock Rd. if you wish. Please remember, nothing but water is allowed into the artificial turf area within the dome area of the facility.
5. **Tableware:** You provide your own plates, glasses, cutlery, napkins, table cloths, etc.
6. **Decorating:** Nothing is allowed to be nailed, tacked, taped or in any way stuck to the walls. We suggest centre pieces for the tables (ie: helium balloons with a weight to keep them in place).
7. **Rates:** Fall/Winter (Sept-May) package is \$280 +HST plus extras as needed.
Optional Fall/Winter (Sep-May) booking for 90 mins on field is \$355 +HST plus extras as needed.

Summer (June-Aug) package is \$290 + HST plus extras as needed.
Optional Summer (June-Aug) booking for 90 mins on field is \$330 + HST plus extras as needed.

Optional booking - replace any ½ room with a full room – will increase your booking by \$45 + HST.

Extra's include:

- A 70" TV and Blue ray player is available for rent for the party to play a slide show or movie at \$22.00
 - A music system is available for connection to your media player \$25.00
8. **Payments:** A Birthday Party is categorized as a **Special Event Rental (Field or Room)** and requires a 50% non-refundable deposit at time of booking followed by the balance (50%) to be received in full 7 days BEFORE the use of the facility. Debit and Credit Card are accepted for party bookings. You may also be asked to provide a \$250 security deposit. The security deposit is only processed in the event of damage or if the facilities are not left in the same condition as that which they were provided in.
Reservations are not firm until the booking is paid in full, including the security deposit
 9. **Cancellation:** Deposits are non-refundable. For all Special Event Rentals, cancellations must be provided by written notice a MINIMUM of seven (7) days prior to the affected booking date to facilitate release and potential re- booking of the time slot(s).
 10. **Insurance:** Typical of sports facilities, participants use the facility at their own risk. Liability insurance is provided, but personal injury is not covered.
 - Do not allow children to play on the patio. This requires a reservation and supervision.
 - Do not allow children to run around in the hallways or use the washrooms unsupervised by an adult.
 - Do not allow children to play in the parking lot, up the hill, in the vacant lot to the west or anywhere around the dome.

In accordance with City By-Laws, alcohol and smoking are strictly prohibited on the Pickering Soccer Centre property.