

APEX GYMNASTICS



FUN-tastic Birthday Parties



Dear Birthday Parent,

Thank you for choosing **APEX GYMNASTICS** for your child's birthday party. My name is Serena Clark and I am the Birthday Party Coordinator. I have a lot of fun doing these parties and look forward to sharing that fun with you!

Enclosed you will find your invitations. Just fill them out with your child's name and party particulars and send them to your party guests. If you need more invitations, please let us know.

To ensure a **safe** and **fun** party, we limit the total number of children to 8. For every 6 additional children, we will add another staff member for the party at an additional charge of \$30 and at least 2 weeks advance notice to make the proper staffing arrangements. We may also ask for parent participation with younger children (2-4 yrs old). Again, our interest is in making sure the children have fun and are safe!

At the beginning of the party, we will collect the signed Participation Slips from the invitations. If a child forgets to bring the Participation Slip to the party, we will ask the parent to sign a release at the gym. We will then have 1 hour of gym time. This may include games, obstacle courses, tumbling, balance beam and trampoline. The activities are chosen depending on the age of the children and to maximize the fun! At the end of gym time, a trophy will be presented to the Birthday Child and gymnastics ribbons to all the party guests.

The children will then be turned over to you for cake and opening presents. You have the use of our lobby area for this time. You will need to bring the cake, candles, serving utensils, paper products, drinks, balloons, party favors or whatever party amenities you would like to provide. We ask that you limit this lobby time to 30 minutes to allow us time to clean up before the next party arrives. That's right; we will take care of the clean up! We are on a strict schedule. The coaches' will wait only 20 minutes for your arrival, so please be sure to be on time and have the party end on time.

My goal is to make this a great party for your child and you! If there's anything you need, any questions or concerns, please don't hesitate to call me. You can leave me a message at the gym at 303-7976. It may take me a few days to get the message and return your call. If you need something right away, please feel free to call me at 414-8570.

I look forward to meeting you and your child and having a FUN-tastic Birthday Party!

Yours truly,
Serena Clark