



WAHOO Parks & Recreation

GROUP EVENT REQUEST FORM

(All events are subject to availability & approval)
Parks and Recreation Department: (402) 443-4174

Reservation Name: _____ Type of Event: _____

If this is a child's birthday, tell us: Child's Name: _____ Age being celebrated: _____

Balloon colors (choose up to three): _____

Address: _____ City/State/Zip: _____

Phone: _____ E-mail: _____

Date: _____ Time Slot (two-hour maximum for hosted rentals): _____

**Please Note: The party/event needs to be completed by the time listed above.
An additional fee of \$5 for each 5 minutes past the end time will be charged.**

Select Your Group Event Preferences...

Non-Hosted Event: \$15/hour + \$2/guest admission (plus tax)

- ❖ Exclusive use of meeting room during regular Civic Center hours
- ❖ \$2 per guest (plus tax)
- ❖ Renter responsible for basic meeting room clean up (checklist provided)
- ❖ Use of pool & gym; shared with members & patrons

Hosted Simple Event: \$110 – Member (plus tax) \$125 – Non-member (plus tax)

- ❖ Two hours in meeting room during regular Civic Center hours
- ❖ 10 Free admissions to Civic Center (\$2 for each additional guest + tax)
- ❖ 1 helium balloon bouquet
- ❖ Happy Birthday banner
- ❖ Use of pool & gym; shared with members & patrons

Hosted Super Event: \$125 – Member (plus tax) \$150 – Non-member (plus tax)

- ❖ Two hours in meeting room after regular Civic Center hours
- ❖ 20 Free admissions to Civic Center (\$2 for each additional guest + tax)
- ❖ 3 helium balloon bouquets
- ❖ Personalized digital Happy Birthday signage
- ❖ Happy Birthday banner
- ❖ 4ft Blow up Cake
- ❖ Exclusive, private use of pool & gym
- ❖ Balls & noodles for pool
- ❖ Basketballs available for gym

Add On Option (for hosted events only):

¼ sheet cake from Wahoo Bakery: \$25 (plus tax)

Please write the EXACT cake writing _____

Pick Your Cake Flavor: Chocolate White Marble

Pick Your Frosting Flavor: Sugar Buttercream

Pick Your Cake Colors or Theme:

FOR STAFF ONLY:

AMOUNT DUE FOR SELECTED PACKAGE = \$ _____

ADD ON CAKE (if applicable) = \$ _____

TOTAL # of GUESTS EXCEEDING PACKAGE FREE ADMISSIONS _____ x \$2.00 = \$ _____

SALES TAX = \$ _____

TOTAL DUE = \$ _____

FORM OF PAYMENT: Credit/Debit Card Cash Check