



Black Bear Academy – Chicago Private

1801 West Byron

Chicago, Illinois 60613

2015–2016



Black Bear Birthday Party Rules and Policies

Birthday parties are only offered to Black Bear students who are currently enrolled, siblings and alumni.

There is a maximum of 15 children (including siblings) with options to use additional space with minimum additional costs to you.

Invitations can only be handed out in the classroom only if all the children in the classrooms are invited. Please contact your child's teacher or reception for a list of parents' email addresses if you would like to send your invitations by email.

You are required to have our Black Bear staff present. Our staff will direct guests in and out of the facility serve as your host and fulfill your requests.

Parents provide snacks, a cake, goodie bags, drinks, etc. Remember that we are NUT FREE. Sorry, no alcoholic beverages are allowed on-site.

All parties require a 30 day cancellation notice after being scheduled and paid and a \$50.00 cancellation fee will be charged. If less than 30 days' notice is given, no money will be refunded.

Food and party decorations must be set up in the party room. Neither food nor decorations are allowed in our gym.

Shoes must be off before entering the matted gym area. This is especially important for safety in the ball pit. Children must wear socks while in the play area. Adults are not required to take their shoes off. However, please remove high-heeled shoes prior to walking on our gym mats, as high-heels are damaging to the mats.

Bathrooms are located across the hall from our gym. There are individual stalls in each bathroom. In the event that you require a changing table, please see your Black Bear host. Please leave the main door to the bathroom open to prevent it from locking.

Black Bear Birthday Party Package

Minimum Fee: \$332.00 includes gym and academy arts room.

If you would like the event space with the bouncy house please add an additional \$151.00

This fee includes the wonderful Black Bear setting that will entertain your Lil' Guys and impress your guests.

Two staff members who will set up one hour before your two hour party and clean up after the party so that you can just go home with the presents!

You choose a Saturday or Sunday and the two hour time frame.

Current student: \$332.00

Sibling: \$383.00

Alumni: \$434.00

(Please Note: For every five guests over 15, we require one additional staff member and there is an additional charge of \$90.00)

Extras-

Popcorn Machine-\$51.00

Snow Cone Machine-\$51.00

Bouncy House-\$102.00

Live Music- 30 minute music-\$102.00 if able to be scheduled

X

Parent:

We look forward to an awesome birthday party.