

Birthday Bash

Questions & Answers

How do I schedule a Birthday Bash for my child(ren)?

To schedule a Birthday Bash, the first step is to complete the online Birthday Bash Reservation Form.

How far in advance should I schedule a Birthday Bash?

A Birthday Bash can be scheduled as early as possible. However, we do ask for each request to be submitted at least 2 weeks in advance.

What is the payment process for a Birthday Bash?

Once you receive confirmation of your request being approved, a \$100 deposit is required to guarantee the requested date and time. If the deposit is not paid within 72 hours of confirmation, the date and time will be forfeited. The remaining balance can be paid at the same time as the deposit or on the day of the Birthday Bash.

In the case of an unexpected university closure or an extenuating circumstance that hinders the requested date and time, accommodations will be made, subject to availability.

What forms of payment are accepted?

For payment, all major credit and debit cards are accepted. In addition, cash and checks will also be accepted. Checks can be made out to *EKU Campus Recreation*.

Is the Birthday Bash deposit refundable?

The Birthday Bash deposit is nonrefundable.

What should the children wear for a Birthday Bash?

Comfortable and athletic clothing is recommended to wear as well as closed-toe athletic footwear. For the Pool Package, a swimsuit and towel should be brought.

Can I bring outside food and drink?

Food items, such as pizza, cake, cupcakes, and other basic party foods are permitted. All food and drink must stay within the Party Room. Any spills or messes made must be cleaned up prior to the conclusion of the Birthday Bash.

Can I bring my own decorations for the Party Room?

Decorations can be brought to decorate the Party Room. However, the decorations cannot damage the existing paint, structure, or equipment. For any damage that occurs, the Birthday Bash will be responsible for all related costs.

Does any paperwork need to be completed by those attending the Birthday Bash?

Yes. Each child that attends a Birthday Bash must have a Waiver of Liability, Assumption of Risk, and Indemnity Agreement completed on their behalf. The waiver will be available upon entry of the Student Recreation Center

Where is the Student Recreation Center?

The Student Recreation Center is located on the campus of Eastern Kentucky University, next to the Whitlock Building and building Alumni Coliseum. The physical address of the facility is 228 Park Drive.

For any additional questions, please feel free to reach out to Ryan Fisher (ryan.fisher@eku.edu).