YCL Birthday Parties - Terms and Conditions

Accompanying Adults & Party Size

- One adult chaperone (18 or older) must be present for every 10 children present.
- Maximum 20 children permitted at each party.

Registration & Payment

- Birthday party packages are structured for one birthday child. To celebrate more than one child at a single party, add $50.
- Reservation requests must be made at least 14 days in advance. Your reservation is not guaranteed until we have reviewed your request and received reservation deposit.
- Reservation deposit is due within seven calendar days of receiving the email confirming your booking. We accept credit and debit cards.
- Payment for remaining balance is due within seven calendar days before the reserved party date.
- If we do not receive deposit payment or party balance payment within the specified period, your reservation will be cancelled.
- Cancellations may be made up to 72 hours before the party and are subject to a 50% nonrefundable deposit. This nonrefundable deposit can be used towards a new party reservation within one year of the reserved date of the party that was cancelled.

Food & Drink

- Outside food is allowed. Service of pre-purchased, ready-to-eat refreshments and/or drop-off catering is allowed.
- No on-site cooking or food preparation is allowed. Slow cookers are permitted; however, no other appliances, such as blenders, mixers, or pressure cookers, are allowed on library property.
- Alcohol is not allowed at YCL birthday parties.

Decor

- Additional decorations are allowed.
    - Groups may not display signs of any kind outside of the reserved space.
    - Inside the reserved space, the use of sticky tack is permitted. Signs or decorations may not be nailed, taped, or stapled to ceilings, doors, walls, glass, columns, or painted surfaces.
- Fog/smoke, open flames, fragrances, confetti, silly string, birdseed, glitter, live plants, or pets/animals (except trained service animals) are not allowed at YCL birthday parties.

Conduct

- Inappropriate, unruly, or disruptive behavior is prohibited. Music not provided by the library is not allowed except with advance written permission from library staff.
- All items used for a birthday party must be delivered/unloaded during the party's designated setup time without interrupting library operations and removed immediately after the party.
- Library staff and volunteers are not allowed to accept gratuities. However, if you feel our birthday party coordinator met or exceeded your expectations, we welcome donations online or at the library’s main desk.

Photo Consent

- I understand that any images captured at this event may be used in print and online publications or on social media.