

## Your Requirements

Please tick\* what you require

Two hour hire of Main Hall & Toilets including hall lighting & CD facilities

(+30mins set up & 30mins clear up)

£55

Add Bouncy Castle hire for:

£40

Add Soft play hire for:

£10

Add the projection of one movie on the Big Screen for:

£15

Add Face Painting for:

£2.50 per child

Number of Children

Any other services that were agreed:

Please detach this section and send it to The King's Fellowship Office with a non-refundable deposit of £20 - cheques made payable to The King's Fellowship

For Office use only	Date	Who
Booking received at Office		
Party co-ordinator informed		
Confirmation sent:		
Balance received:		

## Booking Conditions

In the first instance – call **Pete Lamont 07933769404** to check the availability and discuss your requirements.

Once availability has been confirmed, complete the booking form and send it along with the £20 non-refundable deposit to The King's Fellowship Office.

Once we have received your booking form and deposit we will send you an official confirmation of your booking.

The balance of hire charge will be paid on the day of the party to The Factory staff.

## Party Food Restrictions

The kitchen at The Factory is a registered commercial kitchen and this means you will not be able to use it.

You are free to take in party food.

But due to the Food Safety & Hygiene Regulations please restrict your selection of food to such things as cakes, biscuits, crisps, fruit and sweets.

**DO NOT** bring savoury food such as sandwiches, sausage rolls, pre-chilled foods or dairy products. You can arrange to have food delivered (Party food, Pizza etc) from an authorised caterer/outlet

## Public Liability Information

The King's Factory has Public Liability Insurance, but apart from fulfilling our statutory duties, we can not take any responsibility for the well being of any one attending your party. Please note that most household insurance policies will have Public Liability Insurance built in. - for peace of mind it is worth a check with your insurance provider.

The Kings Fellowship Office  
32 Murray Place  
Smithton – Inverness IV2 7PX  
01463 792700 / 790770

[www.thekingsfactory.com](http://www.thekingsfactory.com)



# Children's Parties at The Factory



[www.thekingsfactory.com](http://www.thekingsfactory.com)



**Parties should be fun – and the environment the party is held in can be very important!**

**We at The Factory would be delighted to try and help your child have a fun day on their birthday.**

**The Factory is available for parties most Saturdays and at other selected times.**

**You would have the use of our Main Hall and toilets. We will set the mood with our extensive lighting. We can play your children’s favourite music and even show a film on our BIG screen.**

**You can also build in the use of our Bouncy Castle as part of the hire and for your child we can also set out our soft play equipment and possibly even face painting.**

**You dream it, we will do our best to make that dream come true.**



**The Factory Party Price Structure**

**Two hour hire (+ 30mins set up & 30mins clear up) of our Main Hall & Toilets including hall lighting & CD facilities for:**

**£55**

**Add Bouncy Castle hire for:**

**£40**

**Add Soft play hire for:**

**£10**

**Add the projection of one movie on the Big Screen for:**

**£15**

**Add Face Painting for:**

**£2.50 per child**

**You would be responsible for providing the Movie and/or CD’S where required.**

**If you have any other requests or requirements, please talk to our representative.**

**We are happy if you want to arrange any other form of entertainment but you should check with the entertainment provider as to their required set up and take down times!**

**Booking Form**

**Your Name:.....**

**Tel No:.....**

**Mobile:.....**

**Email:.....**

**Address:.....**

.....

.....

**Post Code:.....**

**Date:.....**

**Times: Start.....**

**Finish.....**

**Number of Children Attending:**

**Age range of Children Attending:**

I confirm that I have read and understand the Party Price Structure, Booking Conditions, Party Food Restrictions and Public Liability Information.

**Your Signature:**

**Print your name:**