



## **Patchwork Ponies Party Guidelines**

Thank you for booking your party with Patchwork Ponies. Below are some guidelines to help ensure your party is a safe and memorable experience!

### **Safety**

Horses and ponies can be unpredictable. We have rules to try and keep our guests as safe as possible and request parent/guardian's support in ensuring these rules are followed.

- 1) All riders must wear enclosed shoes
- 2) Safety helmets are provided and all riders must wear a helmet
- 3) A waiver/indemnity form must be completed for all participants prior to commencement of the party otherwise they will be unable to interact with or ride the ponies.
- 4) No running near the ponies
- 5) Please keep noise to a minimum as yelling can spook the ponies
- 6) Children are not to stand directly behind ponies at any time
- 7) Only party guests and the parent(s) of the birthday child are allowed to enter the horse arena/stable area. All other parents must remain in the gazebo viewing area.
- 8) Guests are not permitted to play or climb on trampoline or cubby house or enter pool area.
- 9) Waiver forms must be completed for all participants otherwise they will not be able to participate (no refunds will apply).

### **Parking**

Off-street parking is available for 2 cars per party only. Additional cars must park on the street. Please advise your party guests accordingly.

### **Arrival/Departure Times**

You may arrive 30 minutes prior to the party to setup decorations or prepare food etc. Please ensure you have finished cleaning up and have left the party area no more than 15 minutes after the completion of your party.

### **Food/Drinks/Cake etc**

You may bring your own party food, drinks and cake or party food and drinks can be purchased from Patchwork Ponies. We have a small fridge and convection oven for heating of food which can be used if required.

We will supply a table, chairs, tablecloth, cups, plates, serviettes and a cake knife (if required).

### **Decorations**

You may bring your own decorations to decorate the gazebo in the theme of your party with the exception of balloons, party poppers, horns or decorations that make other loud noises.

### **Rubbish Removal/Cleaning**

We request that you clean up all rubbish and take your rubbish with you as we do not have the rubbish disposal facilities to handle party rubbish. Garbage bags are provided. An extra charge of \$50 will apply if rubbish is left behind. We appreciate your co-operation in this matter.

### **Final Numbers**

Confirmation of final numbers is required at least 1 week prior to the party. Should extra guests wish to participate on the day additional charges apply (\$50 per child).

### **Payment**

At this time our payment options are cash or bank deposit. A non-refundable 50% deposit is payable at the time of booking and full payment is required 1 week prior to the party. Parties may be re-scheduled up to 2 weeks prior to the party date without penalty.

No refunds apply for cancelled parties (except as specified in the Wet Weather policy below).

If a party is cancelled due to illness, no refunds apply however the party may be re-booked with a 50% discount.

### **Wet Weather**

In the event of extreme wet or hot weather or high winds, Patchwork Ponies reserves the right to cancel a party. Although our party food area and stables are undercover, the riding area is not so we need to consider comfort and safety of our ponies and guests. In these situations we will endeavour to let you know as soon as possible. You may decide whether to re-schedule the party to a mutually agreeable date (subject to availability) at no extra charge or to receive a full refund.