

Dates, Times and Fees

Our birthday parties take place in our lower hall

All parties include an additional 30 minutes before the party for set up and 30 minutes after the party for clean up.

Saturday Party Options:

1:30 pm - 3:30 pm

or

5:00 pm - 7:00 pm

Sunday Party Options:

11:00 am - 1:00 pm

or

2:30 pm - 4:30 pm

\$155 for 12 children

\$5 for each additional child

**Max 24 children over the age of 2 per party booking*

2 years of age and under are not included in the pricing fees, but the child must be accompanied by an adult at all times during the party.



Place Maillardville Community Centre

Birthday Party Information

*"Everything was perfect! The leader was **amazing**...it was completely stress free."*

*"Your staff was **amazing**...this place is awesome for birthday parties."*

*"...[we] had so much fun and the face painting was **amazing**!"*



Community Centre
Centre Communautaire

604.933.6166

info@placemaillardville.ca

www.placemaillardville.ca

1200 Cartier Ave., Coquitlam, BC, V3K 2C3

FIND US ON



@PMCC_Coquitlam



'Place Maillardville Community Centre'

Party Details

- Your Party Leader will meet you upon arrival, show you the party space, go over safety rules, and discuss the flow of the party (free play, cake cutting etc.)

What's Included?

- Hall Space (party room)
- Tables & Chairs
- Large selection of age appropriate toys & equipment, such as:
 - Bouncy castle, mini slide, small trampoline, tents & tunnels, dress up costumes, ride on toys, etc.
- Kitchen Usage
 - Fridge/freezer for food storage, oven/stove for reheating only, microwave, sink.

Set up

You will be responsible for setting up all the tables and chairs as well any party decorations.

Please make sure you cover all the tables with your tablecloths.

Please use only PAINTERS TAPE to fasten decorations to the walls and ceiling.

What you need to know

Your party will consist of a combination of leader-led activities & free play.

Leader-led Activity Examples:

Tag games, hide & seek, soccer, parachute games, red light/green light.

Free Play Activity Examples:

Bouncy castle, mini slide, ride-on toys, tents & tunnels, toy kitchen, dress up costumes.

**Please note that for safety, we require that all children wear shoes throughout the party. The only exception is the bouncy castle. For hygienic reasons, we require all children to wear socks while in the bouncy castle.*

How do I book a Party?

Call us at 604.933.6166 to check availability. Please note that parties book up very quickly. To reserve your party, payment must be made in full at the time of booking.

You are required to confirm the number of party guests 2 weeks prior to your booking.

Refund Policy

To receive a full refund, cancellation request must be received at least 2 weeks prior to the party date.

What to bring

- All serving utensils (forks, knives, spoons)
- Plates, cups, pots/pans, napkins, etc.
- Tablecloths (required)
- A cake knife, candles and lighter
- Party decorations & painter's tape

Clean Up

Kitchen:

Bring all your utensils, dishes, pots and pans home with you. Use the bleach & water spray provided to wipe down all kitchen surfaces. Please do not leave anything in the fridge.

Decorations:

Please remove your decorations from the hall and bring balloons home with you or pop/discard of them in the garbage can. Make sure all tape is carefully removed from all surfaces.

Tables & Chairs:

Wipe down all tables and chairs with the bleach & water spray. Please leave the tables and chairs out for staff to put away.

Costumes:

Please hang all the dress up costumes back on the racks in an orderly fashion.

**Please note that the Party Leader will do a final kid count during the party. For all children over & above your initial booking, the office will call you the following week to take payment for the extra child(ren).*

Call us today to book your birthday party 604.933.6166