

# City Of Newark

## BIRTHDAY PARTIES AT THE GEORGE WILSON CENTER

Ages 4-10

What could possibly be more relaxing than a parent watching their child's birthday and enjoying it as much as he or she is? Parents will be able to leave the fuss and muss of planning a birthday party at the door and let our staff plan, program, set-up, and clean-up the mess afterwards. You provide the kids. . . we'll provide the party. All parties are subject to availability of facilities. **Reservations are required at least three weeks in advance of the party.** Please call 366-7069 or e-mail [gwc@newark.de.us](mailto:gwc@newark.de.us) for more detailed information and reservations.

### **BIRTHDAY PARTY PACKAGES**

All packages include set up and take down of tables and chairs. All packages are specifically designed for 12 children (ages 4-10). There is a \$5 charge for each additional child.

#### **Birthday Party Package #1— Price: \$150**

2 ½ hour rental of facility  
Staff for 2 ½ hours  
2 hour birthday party  
Goody bags and toys for 12 kids  
T-Shirt for birthday child  
1 Arts and Crafts project  
Birthday games (name games, sports activities, traditional birthday games)  
**Birthday parents do all decorations, paper products and food.**

#### **Birthday Party Package #2— Price: \$170**

All items in Package #1, in addition to:  
Birthday Paper Products, forks, knives  
Birthday Banner, table cloths  
Birthday parents do food and drinks

#### **Birthday Party Package #3— Price: \$200**

All items in Package #2, in addition to:  
4 large pizzas and fruit punch

## **WINTER/SPRING 2010**

### **“NEW REGISTRATION PROCESS”**

REGISTRATION FORMS ARE ON PAGES 36 AND 37.

**Resident processing begins NOW!** You can mail, walk in, or fax your registration form at any time. Registrations will be processed in the order that they are received.

**Non-Resident Processing** - non-residents may mail, walk in, or fax your registration form at any time. However, non-resident registration forms will not be processed until January 8 in the order in which they are received.

### **3 Easy Ways to Register. . . WALK-IN, MAIL-IN or FAX**

#### **Newark Parks and Recreation**

220 Elkton Road, Newark, DE 19711

**Office Hours: Monday — Friday, 8:30 a.m. - 5:00 p.m.**

**Phone: (302) 366-7060 Fax: (302) 366-7169**

**Checks, VISA, MasterCard, or Money Order accepted**

**MAKE CHECKS PAYABLE TO: CITY OF NEWARK**

#### CANCELLATIONS

1. Newark Parks and Recreation reserves the right to cancel an activity due to insufficient registration.  
2. Bad weather – call our Activities Hot Line 366-7147 or look us up on the internet at: [www.cityofnewarkde.us](http://www.cityofnewarkde.us) then page down to Activity Announcements.

#### CREDIT/TRANSFER/REFUND POLICY

1. Registrants will receive a full refund if the program is cancelled by Newark Parks and Recreation.  
2. If you are unable to attend an activity, contact us within 24 hours prior to the start of the program and we will:

- Credit your account the amount paid. (Credits are good for one year from the date of credit).
- Transfer you to another activity.
- Refund you the amount paid less a processing fee of \$10 or 10% of the cost of the program, whichever is greater.

If you are not satisfied with an activity we would like to know why. Please contact us within 5 business days after the last activity meeting and we will: credit your account, transfer you to another activity or refund you the amount paid less a processing fee of \$10 or 10% of the cost of the program whichever is greater.

- Credits and Refunds do not apply to trips, picnic kits, events and adult sports leagues.
- Additional trip policies are located in the trip section of your e-newsletter.
- Allow three to four weeks for processing refunds. If you paid by credit card, your refund will be credited to your account within one to two weeks.

***Please be advised that we no longer provide senior discounts***

#### WAITING LIST

If an activity is filled, ask to be placed on a waiting list, additional sections may be offered.