



Guide to your Birthday Party!

Items Provided for Party:

- Party Room/Area and Host for one hour
- CAC Birthday Cake, including serving utensils, candles and lighter
- Drinks for 16 guests
- Ice Cream – Vanilla or Chocolate – for 16 guests
- General Party Favors for 16 guests
- Paper Goods – Colored Cake Plates, Colored Napkins, Tablecloth, Cups, Utensils
- For upgraded packages – Pizza or Themed Cake

Before Party Starts

15 minutes before party – Prepare For Party

- Party Host sets place settings for all guests
- Birthday parents (only) are allowed to enter room and add any additional decorations to room or favors to bags
- Party Host discusses instructions, agenda, and roles for facilitating your party

During Party

First 10 minutes – Check In

- Party Host will greet guests

Next 40 minutes – Food, Cake, Presents

- Food – any ordered food will be served first (e.g.: Pizza) and cleaned up as party guests finish
- Beverages – will be served to the 16 guests
- Cake
 - Party Host will place candles on cake and present cake
 - Party Host will light candles and lead Happy Birthday song
 - Party Host will cut cake and serve guests (birthday child first)
- Ice Cream Frit– will be served after serving all guests cake and cleaned up as party guests finish
- Presents will be opened
 - Party Host will document gifts if parent requests

Last 10 Minutes – Closing

- Favors will be provided for you and your child to hand out at the end of the party. If requested, the Party Host will hand out favors and thank guests for coming
- Cake will be packed up and any additional favors, food or drink will be available for you to take with you

At end of Party

- Party Host will finalize Party Bill with birthday parent and escort the parent to the Front Desk to pay for the bill if there is an outstanding balance
- Clean up



Other Notes

- You are scheduled in the room for one hour, after which time you must leave the room and take all belongings with you
- Your guests are welcome to stay and swim for as long as the pool is open – please refer to our hours of operation
- Our Party Hosts are here to make your party enjoyable and will do their best to accommodate any reasonable request. A Manager is always on duty if you need any additional assistance
- If you have suggestions on how we can improve our parties, please complete and return the evaluation form at the end of your party, or contact parties@flower-mound.com
- The maximum number of guests we can accommodate is 24
- You are more than welcome to bring your own food, but please remember you will also need to bring your own serving utensils, plates and napkins.
 - No glass containers or alcohol are permitted
 - You are responsible for the cleaning of these items