



LeFrak Center at Lakeside

Some Important Things to Know When Booking Your Birthday Party

Q: How far ahead should we book our party?

A: Space is limited and parties' book quickly, especially in season. Please book no later than two weeks prior to your event date. \$50 processing fee payable for parties booked less than two weeks prior to event date.

Q: What's the booking process?

A: Call (718) 340-3312 or email events@lefraklakeside.com to make a reservation with a LeFrak at Lakeside Events Team member. A contract will be prepared and emailed, along with a link to the LeFrak at Lakeside electronic waiver, which is needed for all skaters before they arrive at the rink. No one is permitted on the ice unless the LeFrak at Lakeside has a valid waiver on file for them. A waiver is not needed for non-skaters.

You'll complete and email the contract to your representative, along with a credit card number with security code and expiration date, so the required \$100 deposit can be processed. You'll send the waiver link to your guests and ensure that they complete and submit the waiver prior to the event day. All waivers are due 24 hours prior to your event.

Q: What if fewer guests than are expected attend the party?

A: LeFrak at Lakeside is not responsible for the number of guests who attend.

Q: When is payment due?

A: Full payment is due upon booking, no later than 72 hours prior to your party date. If payment cannot be processed, the party may be cancelled at the rink's discretion.

Q: Can we decorate the party space?

A: Party hosts may bring any decorations to enhance the party experience. No silly strings, glitter, balloons or confetti, please. If management considers the clean-up to be excessive, a \$50 cleaning fee will be charged.

Q: Can I bring food and beverages?

A: Party food and beverages must be ordered through Duck Island Cafe & Bar. Reach them at parties@duckislandbk.com. However, party hosts are responsible for birthday cake or other desired desserts. Alcohol of any type is not permitted. If the presence of alcohol is detected, the party will immediately be halted, and all guests will be asked to leave the premises.

Q: After the party is over, can our guests remain in the party spaces?

A: Due to time constraints and multiple uses of the spaces, guests are not permitted to remain in the party space after a party has ended.

Q: Can I book additional space for the party?

A: An extra room with double the space is available for an additional \$200. Please consult your representative to make this arrangement.

Q: What should we bring with us?

A: Any desired dessert items. Paper goods and utensils are supplied for Gold and Silver parties (Bronze and Silver parties must bring their own). and utensils. Decorations, cake knife, candles, lighter, and party favors if desired (please take note of things not allowed).

Q: What should my guests do when they arrive?

A: They'll check in at the front desk with your party host, who will help you and your guests throughout your special day.

See party contract for additional information.

For questions or to book a party, get in touch with Events Team at (718) 340-3312 or email them at events@lefraklakeside.com

RELEASE OF LIABILITY AND WAIVER OF ALL CLAIMS BY PERSONS ENTERING THE FACILITY

Participant assumes full responsibility for any risk of injury, property damage, or death while participating in activities at this establishment.

Participant and/or their parent(s) or guardian(s) hereby waive any and all claims including, but not limited to, bodily injury including death and property damage they may have against LeFrak Center at Lakeside, and all sponsors of the establishment and their subsidiaries, affiliates, partners, officers, directors, employees, agents, and volunteers arising out of Participant's use of the facility and all surrounding areas.

Participants and/or their parent(s) or guardians hereby release and hold harmless LeFrak Center at Lakeside and all sponsors of the establishment and their subsidiaries, affiliates, partners, officers, directors, employees, agents, and volunteers from any and all liability for any loss, damage, or expense that the Participants or their respective heirs, assigns and legal representatives may suffer as a result of Participant's use of the facility, from any cause whatsoever, including but not limited to, negligence or breach of contract on the part of LeFrak Center at Lakeside, and all sponsors of the

establishment, in the operation, supervision, design, maintenance, or condition of the surface or of all surrounding areas.

Participant agrees to follow the instructions of the operating staff of the court. Failure to follow these codes of conduct may result in the termination of Participant's use of the facility and the surrounding areas without refund.

Participant permits LeFrak Center at Lakeside to use any photographs, videotapes, recordings or any other records taken while on the court premises for publicity, advertising, or any other legitimate purpose. By purchasing an admission ticket and/or entering the court area, you are aware that pickleball involves certain inherent risks which may cause serious injury or death. You freely volunteer to participate and accept all known and unknown risks while in the facility. Further, you release the facility, its owners, its sponsors, its operators, and its equipment suppliers against any claims and all liability for any loss, damage, injury, or expense you may incur.

—LeFrak Center at Lakeside