

## Party Policies

- ★ All Party Packages and Party Extras fees must be paid in full 24 hours prior to your party date.
- ★ Food will not be provided by City Ice Pavilion. Party hosts must bring their own.
- ★ Alcoholic beverages are not permitted. No exceptions.
- ★ Please plan accordingly and handle your guest list with care. We cannot add to the pre-determined guest list on your party day.
- ★ Full price will be charged for the number of guests confirmed, whether or not fewer guests actually attend.
- ★ 30-minute lessons for more than 15 children will require booking a second coach at \$63. This also must be booked and paid for 24-hours prior to the party date.
- ★ Lessons will not be extended due to lateness. Full price will be charged.
- ★ Silver Package party room usage is limited to one hour. Gold Package party space usage is limited to one hour, 30 minutes. No exceptions. \$75 penalty will be charged if the room is not vacated on time.
- ★ Party date changes can be made, with no deposit loss, not less than 72 hours prior to the original date. A \$25 set-up fee will be charged upon notice of date change.
- ★ No refunds, credits or transfers are available in the event of party cancellation. No exceptions.

## Some Important Things to Know

### Q: How far ahead should we book our party?

A: Space is limited and parties' book quickly, especially in season. All available party dates are listed online, on a first come, first served basis.

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

A: City Ice Pavilion is not responsible for the number of guests who attend. Full payment will be processed even if fewer than expected guests arrive.

### Q: When is payment due?

A: Full payment is due upon booking, 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 or confetti, please. If management considers the clean-up to be excessive, an additional \$50 cleaning fee will be charged.

### Q: Can I bring food and beverages?

A: Party food and beverages are the party host's responsibility. Food and beverages will not be provided by City Ice Pavilion. 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 after a party has ended.

### Q: What is the Studio Rink?

A: This is a small rink which is available for exclusive use by Gold Party guests.

### Q: What is a Public Session?

A: This is a general skating session that is open to the public during specific time periods, during which City Ice Pavilion allows birthday party groups on the ice to skate.

### Q: What should we bring with us?

A: All food, beverages and cake or other dessert items. In addition, paper goods and utensils, decorations, cake knife, candles, lighter, party favors must also be provided by the booking parents.

## Any questions about booking your party

Get in touch with Cathelyn Cheow, Assistant General Manager/Administration, at 718-706-6667 x 7006, or email her at [ccheow@cityicepavilion.com](mailto:ccheow@cityicepavilion.com)

# Birthday Parties

at City Ice Pavilion



## cityice pavilion

47-32 32nd Place, Long Island City, NY 11101  
T. 718-706-6667 F. 718-706.6670  
Near the 59th Street Bridge and all highways.  
Accessible via the #7 train.

### (718) 706-6667

[Cityicepavilion.com](http://Cityicepavilion.com)

## Planning a birthday party? This year, have it on the ice!

Your child's next birthday party will be a fun-filled experience when you host it at family-friendly City Ice Pavilion. We have a choice of party packages that will please everyone.

### First, Select Your Date

Parties are booked on a first come, first-served basis and must be reserved at least two weeks prior to your desired date.



## Next, Pick Your Party Package

We have two packages that are sure to please even the most discerning party-goer!

### Our Silver Package on a Sunday Public Session, \$240

- ★ Admission to the Main Ice Rink and rental skates for 15 children  
Sunday skating session: 11:40am to 2:20pm
- ★ Invitations to send to your guests

### Party Extras

- ★ \$200 one-hour Party Room rental, including tables and chairs, for 15 children  
Party Room Availability: 11:00 am to 12:00 pm or 1:30 pm to 2:30 pm
- ★ \$16 for each additional child
- ★ \$8 for rental skates for each skating adult (Admission to the ice for parents is free!)
- ★ \$63 for a 30-minute lesson with one coach for up to 15 children



### Our Gold Package, Saturday or Sunday, on the Studio Rink, \$520

- ★ Exclusive admission to the Studio Rink on a Saturday or Sunday for one hour and 30 minutes, including rental skates, for up to 15 children
- ★ Studio Rink availability:  
Saturday, 12:30pm to 2:00 pm  
Sunday, 1:45pm to 3:15 pm
- ★ 30-minute lesson with one coach for up to 15 children
- ★ Rink-side private party space for the length of the party with tables and chairs
- ★ Invitations to send to your guests

### Party Extras

- ★ \$16 for each additional child
- ★ \$8 for rental skates for each skating adult (Admission to the ice for parents is free!)
- ★ \$63 additional for a 30-minute lesson for 16 or more children

### Party Food!

- ★ You'll supply all the food and beverages, plus sweets and treats of your choice, for your party.
- ★ Please, no alcohol!
- ★ Don't forget to bring paper goods, candles, a lighter and a knife to cut the birthday cake!

### Any questions about booking your party?

Get in touch with Cathelyn Cheow, Assistant General Manager/Administration,  
at **(718)706-6667 ext.7006**,  
or email her at [ccheow@cityicepavilion.com](mailto:ccheow@cityicepavilion.com)