



Woodstock Co-operative  
**DANCE SCHOOL**

## **Party Room Rentals**

**Rent this space for any small gathering or event.**

**Showers**

**Small Family Party**

**Scrapbooking Day**

**and more!!**

**Rates: \$250 for the day (9am-5pm)**

**\$100 for a half day (9-12pm, 1-4pm or 5-8pm)**

**This includes:**

- **Use of the Party Room only. No access to Studios**
- **Use of appliances, tables and chairs that we have available**
- **Set up and clean up**

**Add ons:**

- **Decorations for a theme (example-baby shower, bridal shower)**
  - **Table décor including lights and draping (gift table or food table in white only)** \$20 each
  - **Helium Balloon Bouquet (4 latex, 1 mylar in coordinating colour)** \$12 each
  - **Balloon Cluster (not helium filled) ( 6 latex balloons to coordinate with theme)** \$6 each
  - **Table covering (plastic only in coordinating colour)** \$2 each
  - **Extra time to set up or extend your event time** \$25 per hour



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**30 Reeve Street Woodstock N4S 3G4 tel: 519 421 0950**

## **Party Room Contract**

Date requested: \_\_\_\_\_ Time: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Party Room Event: \_\_\_\_\_

Number of Participants: \_\_\_\_\_

Add Ons: (please be specific with details) \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

***Final count must be given 5 days prior to the event.***

***Please note the following rules & guidelines:***

**Please do not arrive more than 15 minutes prior to your scheduled time.**

Due to possible allergic reactions, please do not serve any foods containing nuts.

**A non-refundable** deposit is required to reserve event date and time.

There will be no access to our dance studios or change room. Washrooms in the public area may be used.

I understand the rules and guidelines listed above.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**FOR OFFICE USE ONLY**

\$50 non refundable deposit paid \_\_\_\_\_

Basic Package Price \$100 + Add Ons \$ \_\_\_\_\_ = Total Event Price \$ \_\_\_\_\_

Balance due at event \$ \_\_\_\_\_ (No cheques please)

WCDS Rep Signature \_\_\_\_\_ Date \_\_\_\_\_