



# TERMS & CONDITIONS FOR BIRTHDAY PARTIES

## TO RESERVE PARTY

- 🕒 InterSoccer recommend two months' notice for organising a party if facility needs to be reserved. This can change depending on region & dates
- 🕒 Please send email to [birthdayparties@intersoccer.ch](mailto:birthdayparties@intersoccer.ch) confirming you wish to go ahead with the party with attached Birthday Reservation Form
- 🕒 In the meantime we kindly ask you to pay a refundable deposit of CHF 150 for party organization to commence
- 🕒 Please make the payment through our booking online system (preferable) <http://ssl.demosphere.com/scripts/runisa.dll?s7:gp::72621+regis/guidelines> or, if not a holder of a credit card, through bank transfer using the bank details below
- 🕒 Please send email to [birthdayparties@intersoccer.ch](mailto:birthdayparties@intersoccer.ch) to confirm you have made the payment (if booked through booking online). If deposit paid through bank transfer, please send a scan of proof of payment that helps for tracing the payment and also state when paid
- 🕒 Attached Birthday Party form needs to be filled in, signed (by hand) and sent to [birthdayparties@intersoccer.ch](mailto:birthdayparties@intersoccer.ch) together with the proof of payment/confirmation from Booking online system for the payment of CHF 150,- deposit. Once form and deposit payment received the reservations can commence.
- 🕒 **PLEASE NOTE: WE CANNOT PROCEED WITH BIRTHDAY PARTY ORGANISATION UNTIL SIGNED BIRTHDAY PARTY FORM AND DEPOSIT RECEIVED!!!**
- 🕒 **If the party does NOT go ahead then the deposit is returned in full.**
- 🕒 **Finding a venue can be time-consuming and we have had in the past been let down by parents pulling out at the last minute. We need to know a parent is fully committed for the party. Once facility is reserved we will be charged by facility if party doesn't go ahead due to parent cancellation. We do not want to be left with invoice for unused facility. Party organisation is also time-consuming. Again, if a parent cancels, we have to make sure our administration/organisation costs are covered.**
- 🕒 An email to [birthdayparties@intersoccer.ch](mailto:birthdayparties@intersoccer.ch) must be sent 3-4 days before party to clarify final numbers and to clarify any final questions/information needed for both parties.
- 🕒 Please do not forget this email, thank you.

## RESPECTING FACILITY RULES

1. Please respect the rules. Party organiser is responsible for making sure that no litter is left at the facility. If the facility is not cleaned properly (including the toilets) & if it is charged by the facility, the extra costs will be charged to the parents. It is suggested that the parents bring a dustpan & brush with them to the party just as a back-up (as not all facilities provide).
2. For indoor parties, food needs to be eaten in the changing room or outdoors (depending on weather), or another area if available, some facilities have catering areas. If the party is indoors, non-marking indoor sports shoes should be worn. No football boots are allowed indoors. Parents should take off outdoor shoes if in the gym.
3. No animals are allowed on the pitch or in the indoor halls.



4. Parents shall check that shoes are clean before entering indoor halls & remove shoes if necessary.

### WEATHER

- ⌚ Parties can be indoors or outdoors. If at an outdoor venue then the parties will go ahead in **all weather conditions** unless considered dangerous. Children need to make sure they bring rain jackets / warm clothing, even spare set of clothes in case of wet weather. In our experience we have never had to cancel a party yet and children have had a great time in all types of weather. We cannot cancel the party due to the weather as we have fixed hire costs in coaches and the facility.

### CANCELLATIONS

Parties take a lot of time and effort including reserving coaches, booking a facility, reserving and planning for use of equipment. So that our time is not wasted we do have to charge cancellation fee.

- ⌚ If a parent cancels the party **less than 7 days before, your deposit of CHF 150.- will be lost.**
- ⌚ If a parent cancels the party **8-20 days before, CHF 100.- of the deposit will be kept.**
- ⌚ If a parent cancels the party **21 days or more before, CHF 75.- of the deposit will be kept.**
- ⌚ If IS cannot find a venue then deposit is refunded minus CHF 30,- admin fee due to extensive search for facility within region.

### INTERSOCCER SARL: BANK DETAILS

InterSoccer Sàrl  
UBS  
Genève

Clearing Number: 240

Account Number: 259123.01E  
IBAN: CH960024024025912301E  
BIC: UBSWCHZH80A

### IMPORTANT:

When paying please state the following so it's easy to track payments.

- ⌚ Your family name /child's name & date of the party, if you are paying for Birthday Party.

This is very important in order to determine who has paid.