



Birthday Department
P: 303.561.4489 (direct line)
aqdvbirthdays@ldry.com

Birthday Party

Reservation Request Form

*It is MANDATORY to sign this form and Initial each page
*once birthday party is confirmed this document becomes a signed contract**

Contact Information:

Requested Date: ___/___/___

Requested Time: 10:30 am

Birthday Child's Name: _____ **Gender:** ___ M ___ F **Age:** _____

Parent/Guardian Name: _____

Address: _____ **Phone #1:** _____

City: _____ **State:** _____ **Zip:** _____ **Phone #2:** _____

Email: _____ **Fax#:** _____

Number of Children _____ **Number of Adults** _____ **Total number in Party** _____

Walk The Plank Package - \$735.00 for 4 swimmers

(\$190.00*/additional swimmer) Only available at 10:30am (conditions apply)

Snorkel in the Under the Sea Exhibit

-All Snorkeling Equipment Included Excluding change of clothes, flip flops, a towel & of course, a swimming suit-

Exhibit Admission for Swimmers

Dining Time for Lunch

Meal and drink for each child

Specialty Birthday Cake

Mylar Balloon Bundle

Goodie Bag For Each Child

8 Swimmer Maximum

***2 weeks advance notice**

One parking validation

\$190 per additional Swimmer

Adult Admission and Food is Additional – Please Refer to Page 3

Choice of Cake: Vanilla Chocolate Strawberry Marble Confetti

The cake included with the package is intended to feed 10 guests, to upgrade the cake please speak with your coordinator (Gluten free, egg free, and dairy free cake options available for a \$35.00 upcharge*)

Choice of Character: Shark Mermaid Fish Seahorse Pirate Custom: _____

(Custom Themes Are Available Upon Request for an Additional Cost of \$100.00 with 2 Weeks Notice)

Add Vanilla Ice Cream (\$1.00/ea.) Yes No - Quantity: _____

Add a Pitcher of Your Choice of Drink (\$7.00/each) Yes No

Does not include alcoholic beverages **Please Choose from the Following by Circling:**

- Sprite
- Coke
- Diet Coke
- Fanta
- Dr. Pepper
- Iced Tea of the Day
- Lemonade

Choice of Kid's Meals: (Allergy Accommodations Can Be Made If Necessary, Including Celiac Allergies)

- _____ Chicken Tenders with Fries
- _____ Mini Cheeseburgers with Fries
- _____ Mac and Cheese with Fries
- _____ Cheese Pizza

Please note this is an individual pizza for each child

_____ Applesauce Cups (\$0.50)

Choice of Drink: _____ Lemonade _____ Water _____ Capri Sun (\$0.50) _____ Other: _____

(Please list any food Allergies that we will need to know): _____

Choice of Animal: _____ **Backup Choice:** _____

Not Included can be added to any package for \$150.00.

*See Animal Guidelines in Terms & Conditions

Animals available to choose from:

Tortoises, Armadillos, Blue and Gold Macaw, Snakes, Porcupine, or Boa

Additional Options: Sting Ray Feeding

Not Included, Can be added for \$4/ each

No face paint to be offered to enforce SOCIAL DISTANCING

Additional Notes or Requests:

Pricing: *Not including taxes, fees, or gratuity*

Birthday Packages		QTY	PRICE	TOTAL
Walk The Plank Package - 4 swimmer minimum	1		\$735.00	\$735.00
Walk The Plank Package - Additional swimmer (maximum is 8)			\$190.00	
Pre Order Adult Appetizers- Keep in Mind You Will Order Adult Lunch The Day Of		QTY	PRICE	TOTAL
Castaway Combo Calamari, bruschetta, shrimp & crab dip, fried cheese, tortilla chips			\$22.49	
Chicken Quesadillas			\$11.99	
Shrimp & Crab Dip			\$17.99	
Fried Onion Stack			\$11.99	
Calamari			\$15.79	
Additional Options		QTY	PRICE	TOTAL
Upgraded Souvenir Goodie Backpacks			\$10/each	
Adult Admission – Ages 13+			\$15.50	
Custom Birthday Chalk Table Sign			\$5.00	
Custom Underwater Birthday Sign (2 weeks advance notice required)			\$150.00	
Diver Delivery For Custom Underwater Birthday Sign			\$250.00	
Custom Theme (2 weeks advance notice required)			\$100.00	
Sparkle Linen Upgrade			\$15.00	
Aqua Lamoure Linen Upgrade			\$10.00	
Gluten, Egg, or Dairy Free Cake			\$35.00	
Capri Sun			\$0.50	
Apple Sauce			\$0.50	
Vanilla Ice Cream			\$1.00	
Pitcher of Your Choice of Fountain Drink			\$7.00	
Additional Balloon Bundles			\$12.99	
Animal Visit			\$150.00	
Mermaid Visit			\$150.00	
Sting Ray Feeding			\$4.00	
Subtotal				
Banquet Fee approximately 6%				
Sales Tax 8.13%				
Gratuity 19%				

If you would like an Estimate for your party's final bill, please contact your Birthday Coordinator. Estimates cannot be sent until this is fully completed and confirmed. Please use the pricing guide above to assist and guide you

Initial: _____

Term and Conditions: *Subject to Change*

Reservations: Birthday parties are first come, first serve. *We prefer that* Birthday Parties are booked up to **1 week in advance** (providing that space is still available). However, if you are within a time frame of at least 3 days prior to your desired party date, we are happy to try to find you an available party time. To reserve your party, please fill out our Reservation Request Form, *completely (initialed, signed and dated)*, and email it to aqdvbirthdays@ldry.com. **A fully completed and signed** Reservation Request Form is a legally binding contract. A fully completed Reservation Request Form is **required** to hold your party timeslot. After that, you will receive a confirmation email confirming your reservation and charged a deposit of \$150.00 to hold towards your final event price.

COVID-19 Guidelines: There is currently no mask mandate in place for Denver County, but should one be announced, it will be followed and enforced by the Downtown Denver Aquarium. Please note that **ALL guests still** are required to wear masks throughout the entire duration of your animal meet and greet, if applicable. This is for the safety of our animals, thank you for your understanding. Failure to comply may be cause for ejection from the Downtown Aquarium Denver without refund. We recommend staying home if anyone or you have any cold symptoms and to reschedule your party at least 2 weeks out (providing that space is still available and you are no longer showing COVID symptoms).

Behavior: We expect all guests to behave in a family-friendly manner. Line jumping, profanity, and unruly behavior are not tolerated and may be cause for ejection from the Downtown Aquarium Denver **without refund**. Transferring wristbands is a violation of Downtown Aquarium policies and is strictly prohibited.



Arriving: Birthday Parties begin and end outside of the Nautilus Ballroom by the staircase. Look for the sign pictured to the left. Meet your birthday host by this sign **20 minutes prior to your scheduled party time**. Due to time constraints, we will start your party at the scheduled time regardless of when your guests arrive. *We do not extend party times due to late starts.*

Gifts/Presents: *We DO NOT handle birthday presents of any sort, please alert your guests of this.* **Opening gifts on property is NOT permitted.** We would love to make your experience here the best it can possibly be. This includes insurance for your gifts. The Downtown Denver Aquarium will NOT be storing, handling, or taking any gifts brought to birthday parties. To make things easier on you we ask that gifts are not brought to any birthday party on the Downtown Denver Aquarium's property. However, we do understand that life happens and will happily provide you a cart to safely store your gifts in your locked car before your birthday, but please be mindful of the timing of your party. **Landry's and the Downtown Aquarium will not be held responsible for any lost, forgotten, stolen or damaged items.** **If this is a concern to your group, please ask your guests to present gifts directly to you at the conclusion of the party.**

Parking: You will receive **one free parking validation per party**. Parents dropping their children off may take advantage of our 15 minute loading zone located in front of the Nautilus Ballroom entrance. Any guest who wishes to park in the lot will **be charged an \$8 parking fee upon arrival.**

Exhibits: Swim parties take a self-guided exhibit tour after lunch is finished. The itinerary (terms may apply) looks like this: Snorkel experience, Lunch, Exhibit Tour. Cake celebrations and lunch will happen in either our Restaurant, Dive Lounge, or in Sharkey's Fun Zone dependent on availability. **Any guided tours cannot be scheduled to include mermaid performances.** Any adults who wish to go on the guided tour must have an admission wristband to enter, the party contact will be responsible for the bill of this is added onto the party check.

Adults in The Party: Any additional adults who wish to go on the tour will **require** an exhibit admission wristband. We offer a discounted rate of \$15.50 for any adults included on the Party Package Check. If you wish your additional adult guests to purchase their own admission they will need to do so **before** the party at the box office for the regular price of \$24.99, on advanced notice. They will need to make reservations for your party time, check-in at the box office and meet back next to the staircase by the Nautilus Ballroom at the designated time to join the exhibit tour experience. If some adults do not wish to join the birthday exhibit experience, please instruct them to meet in Sharkey's Fun Zone an hour and a half after the party has started, or they are welcome to wait in the Dive Lounge if the number of adults is no more than 4. Adult food **is not included in the birthday package and it is HIGHLY recommended that all food is pre-ordered.** Appetizers can be selected on the Reservation Request Form to be shared amongst guests. We do offer food stations and pre-ordered meals for adults, but advanced coordination is needed through the Birthday Coordinator. Soda pitchers for the adults can be purchases for \$7 each. Any orders taken during the party **will be included on the party package check.** We DO NOT offer separate checks. *For more adult-oriented celebrations please contact the Social Sales Manager (303)-561-4487 to discuss options.*

Initial: _____

Cake: Birthday cake is the one and only food item that you may bring in from the outside due to our food and beverage license. There is no discount for not using the cake provided with the package. Please notify the Birthday Coordinator if you wish to bring your own cake. Our Birthday Cakes are beautifully hand decorated, in house, by our pastry chef (conditions apply). We have additional options to accommodate food allergies (Gluten, Egg, Soy, Dairy, etc.) available for an additional \$35.00; we accept special requests for birthday cakes, just ask your Birthday Coordinator.

Decorations: We do provide all plates, napkin, utensils, candles and tablecloths. The room does not need extra decorations but if you decide to bring in your own you may do so with prior clearance from the Birthday Coordinator. *We do not allow piñatas, confetti, glitter, hanging decorations, or outside balloons.*



Walk the Plank Package: Walk the Plank (WTP) Package can be confirmed with as little as 4 swimmers. Children must be 6 years of age or older at the time of the party in order to swim with the fish. For safety reasons we are **limited to 8 swimmers**. Adding additional swimmers after initial confirmation will be allowed only if space is available through the dive program. A signed waiver is required for each swimmer at check-in time. Swimmers without signed waivers will NOT be allowed to go in the tank and no refund will be given. We ask you come with your swimsuit, towel, change of clothes, and easily removable shoes. No heels are allowed. Be aware that your party may be swimming in the tank with other swimmers that are not part of your party.

Animal Guidelines: When choosing your animal please keep in mind that there is an age group restriction for each animal. For the animal's and your guest's safety, please make sure your guests meet the age requirements for the animal of your choice. Please also be aware that we do not force animals to visit a group, if it chooses not to, this is why it is important that you provide a second choice animal and know that no animal is ever guaranteed. Please confirm availability and age restrictions with your birthday coordinator before assuming the animal is booked for your birthday party. We will hold the food until the animal meet and greet has ended. Face masks are required for all guests for the entire duration of your animal meet and greet.

Payment: The Birthday Party Parent/Host will be given **ONE** bill for the entire party. There are NO SEPARATE CHECKS. We accept cash or credit for payment and do not accept any form of checks as a payment. All charges are subject to a **Banquet Fee** payable to the restaurant for administrative costs to host your event. As is customary in the restaurant industry, the service staff attending to your party are tipped employees and anticipate receiving a gratuity which will be shared among the service staff. *Client understands that gratuity is included in the contract price.* We will show a **suggested gratuity of 19%**, unless we are told to the contrary, we will include the suggested gratuity on the final bill. This can be adjusted between 18%-25%, should you wish to change the suggested gratuity at the time of the event, please inform a manager when you are presented the final bill.

Birthday Party Requirements: We can still confirm a Birthday Party with less than the minimum swimmers attending, providing that you agree to the Birthday Party Package price. **The birthday child and any siblings must also be included in the birthday party package price. Adults cannot be priced at the birthday party package price.**

Cancellation Policy: *All cancellations for Birthday Parties must be received at least 14 days prior to your reservation date; otherwise you will forfeit your \$150.00 deposit. Cancellations 3 days prior or no-shows to any party package on the day of the party will incur a 100% cancellation charge to your credit card on file. Failure to do so will require legal action.*

Please Initial EACH page of the Reservation Request Form Terms and Conditions to assure understanding. Thank you.

Initial: _____



Credit Card Authorization Form

DO NOT EMAIL OR FAX THIS FORM WITH THE CREDIT CARD NUMBER INCLUDED. If you are not using our encrypted credit card submission and electronic signature process, please notify your restaurant sales coordinator and you will be contacted by phone to obtain your credit card number. You will still be required to submit this signed form without credit card information.

American Express	Visa	Master Card	Discover
Name on Card (please print) _____			
Authorized Signature of Cardholder _____			

I hereby authorize the use of my credit card by Downtown Aquarium to charge a \$150.00 deposit and to hold my birthday party as a reservation. By signing, I agree to all birthday party guidelines, terms and conditions.

Signature of card holder: _____ Date ____/____/____

Please scan or email registration packet to aqdvbirthdays@ldry.com and cc mortiz@ldry.com to reserve your birthday party.