

## Party Basics



Sit back, relax and let us do the work for you for your child's next birthday party! We will take care of everything from serving cupcakes, playing age-appropriate games, and crafts based on the theme you choose!

### Party Details

- Parties are 1.5 hours in length. Additional time can be purchased for \$20.00 per 60 minutes. If wishing additional time, you must let the birthday coordinator know a minimum of two weeks in advance.
- Suggested age range is ages 4-12. Adults are not required to attend with child.
- More than 8 guests will require a second staff for \$20.00 per 60 minutes. If a second staff member is needed, the birthday coordinator must be told at least two weeks before the party.
- Outside food or beverages may be brought to the Youth Hall. Please let the birthday party coordinator know what you will be bringing in so ample tables and electricity are available.
- Additional set-up for food and adults guests is available for food/beverages at \$10/table. One 8-ft table is available at no charge.
- Cancellation Policy: A \$25.00 cancellation fee will be charged for cancelling a party or changing the date or time at least two weeks prior to date of party. If cancelled within two weeks prior to original date, the full party fee will be kept.

### For more information contact:

**Birthday Party Coordinator**  
**Megan Sackett**  
**262.246.6447**  
**msackett@villagesussex.org**



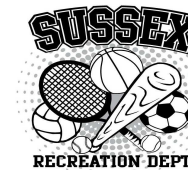
# Birthday Parties

**Sussex Recreation Dept.**

W240N5765 Maple Ave

Sussex, WI 53089-3603

262.246.6447



## Pick your Theme

The birthday party includes decorations for your party table based on the theme chosen and games and crafts are personalized for the birthday child's interest.

### Options:

- **Hawaiian:** hula dancing, sand art, tropical relay race, ocean in a bottle, suncatcher craft.
- **Princess:** Crown craft, dress up relay race, makeovers, pass the slipper game.
- **Pirates:** Pirate hats, treasure chest craft, treasure map craft, treasure hunt, cannon ball toss.
- **Sports:** basketball, football volleyball, bowling, tennis, soccer, frisbee games, sports-related craft.
- **Winter:** Sledding, penguin craft, snowman building. Held at the Lion's Building in Village Park (as weather permits)

## Party Breakdown



All parties are led by our energetic staff members for 1 ½ hours.

- All parties will be held at the Youth Hall at N63W23626 Main St. Sussex except for the Winter party.
- Register for your party at least 2 weeks in advance.
- One hour will be set aside for games and crafts based on the child's choice. Thirty minutes will be allotted for opening presents and eating cupcakes and ice cream. Cupcakes are only provided for the number of children attending. Additional cupcakes can be provided for the adults. (Cost: 6 cupcakes for \$5.00).
- We will provide the cups, napkins, and décor.
- Each child receives a treat bag & balloon.
- Piñatas are available for an extra \$10.

### Total Cost:

\$125 for Sussex residents  
\$150 for non-residents

## Birthday Cupcakes



**Each party includes cupcakes with the choice of one type of mix and one frosting.**

Mix Type:	Frosting:
Chocolate	Chocolate
Yellow	Vanilla
	Funfetti

Drinks will also be provided.  
Options available: Milk, Fruit Punch,  
Lemonade or Water