



Birthday Party Application & Booking

Bright Steps Birthday Parties · 201 Cundles Road East, Barrie

FORM ID: BSA-BDAY-001 · admin@dcacanada.com · brightstepsca.com/parties

1 Parent / Guardian Information

PARENT / GUARDIAN NAME *

Jane Smith

RELATIONSHIP TO CHILD

Mom · Dad · Guardian

EMAIL *

jane@email.com

PHONE *

(705) 555-0100

MAILING ADDRESS (OPTIONAL)

Street, City, Postal Code

BEST WAY TO REACH ME

Email



HOW DID YOU HEAR ABOUT US?

Instagram · Friend · Bright Steps family ·

2 The Birthday Kid 🎂

CHILD'S NAME *

Emma

AGE TURNING *

7

PRONOUNS

She/Her



BIRTHDAY THEME (OPTIONAL)

Unicorn · Space · Dinosaurs · Other

ANYTHING WE SHOULD KNOW ABOUT THE BIRTHDAY CHILD?

Sensory sensitivities, allergies, favorite things, etc.

Sensory-sensitive or neurodivergent? Let us know — we can adjust lighting, music, and pace.

3 Party Date & Time 📅

PREFERRED DATE *

mm/dd/yyyy



BACKUP DATE

mm/dd/yyyy



PREFERRED TIME SLOT *



Morning (10:30 AM – 1:00 PM) · \$249



Afternoon (1:30 PM – 4:00 PM) · \$249



Evening (4:30 PM – 7:00 PM) · \$215

4 Choose Your Activity 🎨

PARTY EXPERIENCE *



Craft Party



Slime Lab



Glitter Tattoo Party

EXPECTED NUMBER OF CHILDREN *

Up to 20 children

AGE RANGE OF GUESTS

e.g. ages 5–8

5 Add-Ons 🚀

Check what you'd like to add. Add-ons require a 30% deposit, due 10 days before your party. You can update these any time with 10 days notice.

☐ 🎉 Bubble Dance + Karaoke +\$65

☐ 🍿 Popcorn Machine +\$65

☐ 🍬 Candy Buffet Table +\$65

☐ 🍧 Snow Cone Machine +\$65

☐ 🍩 Mini Donut Station +\$65

☐ 🎁 Party Favour Packs (number of packs:) \$5/child

6 Special Requests & Notes 💬

ALLERGIES / DIETARY RESTRICTIONS FOR ANY GUESTS

Peanut, dairy, gluten — anything we need to know about the kids attending

SENSORY / ACCESSIBILITY ACCOMMODATIONS

Quiet space needed? Dim lighting? Reduced music? Sensory tools? Let us know.

ANYTHING ELSE?

Special photos, surprise elements, theme details, requests for the party host...

7 Bright Steps Family Discount

☐ **Yes, our child is enrolled in a Bright Steps Academy program.**

Discount applies to morning & afternoon slots (\$219 instead of \$249). Does not apply to evening slot.

8 Payment Summary

Estimated Total

Base party fee	\$ _____
Add-ons	\$ _____
BSA family discount	- \$ _____
TOTAL	\$ _____

Payment Schedule:

- **\$100 today** — e-transfer to admin@dcacanada.com to secure your date
- **30% deposit on add-ons** — due 10 days before your party
- **Remaining balance** — due on the day of the party

9 Agreement & Signature 📝

- ☐ I understand the \$100 e-transfer deposit secures my booking date.
- ☐ I understand add-ons require a 30% deposit, due 10 days before the party.
- ☐ I agree to follow Bright Steps party guidelines (no outside alcohol, supervision of children, cleanup expectations).
- ☐ I understand my \$100 deposit may be non-refundable if I cancel within 14 days of the party date.
- ☐ I give permission for photos taken at the party to be used by Bright Steps for promotional purposes *(optional — uncheck if you decline)*.

Signature

PARENT / GUARDIAN SIGNATURE

DATE

🎉 Thank you for choosing Bright Steps Birthday Parties · We can't wait to celebrate with you! 🎉
Questions? Email admin@dcacanada.com or visit brightstepscs.com/parties