



Royersford Fire Department

299 Walnut Street, Royersford PA 19468 (610) 948-6234

P.O. Box 571, Royersford PA 19468



Fire House Birthday Party Agreement

Please read this Agreement and terms and conditions carefully. It will constitute an enforceable rental agreement between you and the Royersford Fire Department.

If after careful review of this Agreement, you agree with its terms and conditions, please complete all the sections and sign where appropriate.

1. You may schedule birthday party dates for any Saturday or Sunday between the hours of 10am to 4pm provided the requested time does not conflict with any department training, events, or other functions.
2. Birthday parties shall not exceed three (3) hours.
3. Required donation to be made to RFD to host a birthday party is \$100.00.
4. Renters must provide all supplies including but not limited to paper goods, cakes, balloons, drinks, etc.
5. No decorations are permitted to be affixed to the walls, ceiling, or columns of the building. Decorations shall be limited to the tables and chairs.
6. Absolutely NO ALCOHOL is to be brought onto the premise.
7. The station kitchen shall be limited to the use of the sink for light cleaning such as any utensils and wiping of surfaces.
8. If space is available in the kitchen refrigerator or freezer and is needed to store items for the party it may be utilized if available. There is no guarantee space will be available and all items will be discarded after the event.
9. Renters are responsible for all setup and cleanup with exception of the tables and chairs. Renters are permitted to arrive 30 minutes prior to the event to setup if needed. Renters are responsible to returning the area utilized for the party back to how it was found upon their arrival.
10. Tables and chairs will be provided by the Royersford Fire Department (RFD).
11. RFD staff will do their best to make your child and their guests, feel as welcome as possible. RFD staff will give guided tours of the station, and allow the children the opportunity to view apparatus.
12. Renters will be responsible for the overall safety of the children at all times. RFD staff will be on hand to enhance the experience but should not be viewed as babysitters for the event.
13. Renters will be responsible to ensure the children and guests treat the station, apparatus, and equipment in a respectable manner.
14. RFD remains on call 24 hours a day, 7 days a week, 365 days per year delivering excellent fire and medical service to our community and surrounding areas. If our staff is dispatched to an emergency during your event the firefighters will be forced to leave the party. If this happens please have your entire group assemble in the predetermined area for their safety and the safety of the firefighters arriving for the call.

*Royersford Fire Department & Friendship Ambulance.
"Over 100 Years of History and Tradition Working Together"*



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- 15. All parties are scheduled on a first come first serve basis.
- 16. All payments shall be made out to the 'Royersford Fire Department'. No cash will be accepted.
- 17. All applications for a birthday party shall be made no less than 21 days prior to the event.
- 18. Please fill out the information requested below.

Name: _____

Address: _____

Daytime Phone Number: _____

Alternate Phone Number if available: _____

Email Address: _____

Rental Date Requested: _____

Start Time: _____ End Time: _____

Estimated Number of Guests: Children _____ Adults: _____

Renter's Signature: _____

Date: _____

RFD Approval: _____ Date: _____

Please Return Completed Form to:

Via email: Chief@RFD98.org

Via Mail: Royersford Fire Department
 Attn: Birthday Party Committee
 299 Walnut Street
 Royersford, PA 19468