



**UMBILICO**

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## **PARTIES AT UMBILICO**

Thank you for your enquiry about holding your party at Umbilico. We are a creative space that runs classes in circus and aerial arts, functional movement, yoga and other physical disciplines. We make the space available for parties on Saturday afternoons from 3:30pm. For the duration of the party you have exclusive use of our circus and breakout areas.

The standard format we run is a class taught by one or more of our highly experienced instructors, followed by cake and/or some social time afterwards. The class allows guests an opportunity to try the classic and most popular circus apparatus, including trapeze, aerial silks and aerial hoop. There might also be a bit of tumbling, acrobalance and juggling. Each session is designed according to the ages of the group and any specific requests, which we can often accommodate.

For safety reasons we adhere to a 6:1 ratio of participants to instructor, this also ensures that your guests get the most out of their experience with more opportunity to try the equipment and less waiting in line! Children as young as 2 can participate, however we do require a parent or guardian to assist in the class for kids between the ages of 2 and 4.

In keeping with our boutique, "just like home" ethos our breakout areas include a communal table with seating, couches, an ample sized foyer area, a kid's nook, all the necessary amenities (including baby change table and accessible bathroom) and a small fridge to keep any necessary food items cold, as well as a microwave and two kettles.

The communal table will be made available to you 15-20 mins prior to the start of the party to set up any food or drink to be had after the class. We do suggest bringing along food that can be easily unpacked and cleaned up and you will need to bring your own plates, cups etc. In relation to parking we have a number of spots available right out front and on Saturday afternoon you will find ample street parking, also.

Due to the dynamic nature of circus activities we recommend that participants do not eat and drink excessively prior to the start of the class. We also ask to be mindful of the classes that are likely to still be running while you are setting up and to ensure that guests stay clear of the circus area until the start of your class.

Finally, just like home we do ask for assistance in cleaning up once the party is over and if it's a kids party you are having, that you keep an eye on the children! Our instructors are only on hand for the class component of the afternoon and we don't provide any additional staff to assist in relation to this. Umbilico features many delicate touches, so we please ask that this is kept in mind particularly with larger groups.

**SPACE FOR MOVEMENT**

## PRICING SCENARIOS

Here is a list of our most common party scenarios (all prices are inclusive of GST):

For up to 6 participants (with 1 instructor):

60min class - \$150

90min class - \$220

120min class - \$285

For 7-12 participants (with 2 instructors):

60min class - \$270

90min class - \$390

120min class - \$510

For 13 – 18 participants (with 3 instructors):

60min class - \$370

90min class - \$540

120min class - \$708

For 19-24 participants (with 4 instructors):

60min class - \$460

90min class - \$680

120min class - \$890

A 60 min class is adequate to introduce the participants to all main circus activities, while a 90 mins class allows a little more time on each apparatus, for adults particularly this is an ideal length. We can also run a 2 hr class if so desired but this is something we'd only really recommend to people with prior aerial experience as it can prove exhausting for some! Included in the price is 30 minutes of "social time" after the class. If you would like more time we charge \$60 (inc GST) per half hour.

*Please refer to our terms and conditions for further information about additional cleaning and damages.*

## HOW TO PROCEED

If you would like to move forward with booking your party with us the next step is to confirm:

- a date
- start and end time
- how many people will be participating in the class as well as any special requirements you might have

We might need to go back and forward with this based on availability, but upon confirmation we request a 50% deposit to be paid either over the phone with a credit card or via Electronic Funds Transfer. Final payment can be made at the start or completion of the event.

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Upon confirmation we'll also email you our waiver that each participant will need to fill out (parents or guardians should fill out and sign for children). If this can be done prior to the party it just makes things a little easier and quicker processing wise, but of course we can also have these filled out on the day. We suggest asking guests to arrive 5 minutes before the class to ensure all the waivers are signed, so we can start the class promptly.

## TERMS AND CONDITIONS

### *Cancellation Policy*

We are happy to reschedule your party if for some reason you must change it. Please be aware though that due to limited availability we may not be able to accommodate your new requested date.

If you don't wish to reschedule then your deposit will be returned under the following conditions:

- 100% return of deposit if advised up to 3 weeks from scheduled event
- 80% return of deposit if advised up 2 weeks from scheduled event
- 50% return of deposit if advised up to 1 week from scheduled event
- 0% return if advised < 1 week from scheduled event

We are happy to discuss the circumstances of your cancellation and based on those make a decision at our discretion.

### *Procedures & Safety*

Participants will be using our main circus area for their class. Shoes must be removed and no food and drinks other than water are allowed in this area (we also have bubblers in the training area). Spectators are welcome to watch although if they enter the circus space, they must abide by the same rules.

During the class participants are required to listen attentively to their instructor as there are important safety elements involved. If you are an adult or parent assisting with a younger child or watching from the sidelines please resist the urge to jump on the equipment. Instructors are supervising only those participating in the class.

Upon completion of the class there is strictly no access to the circus area and we ask parents and adults to ensure the party continues in the breakout areas only.

### *Damages*

Our aerial apparatus is sturdy, of the highest quality and checked regularly. However if any equipment is damaged please bring it to the attention of your instructor or management. Depending on the extent of the damage and how it has occurred, you may incur a fee to help fix or replace the item.

### *Cleaning*

If additional cleaning is required this will be assessed upon completion of the event and you will be charged an additional cleaning fee. We may require you to take excessive rubbish home with you if our bins are nearing capacity. We can provide garbage bags for this purpose.

Thank you for your interest and warmest regards



Giordana Cocco  
Managing Director