

## **CHILDREN'S BIRTHDAY PARTIES – FAQs**

- **Do I need to book a park for my child's birthday party?** The City requires a booking be placed on a City park for any large organised gathering of 40 people or more; and if engaging any third party (e.g children's entertainment).
- **I am hiring a bouncy castle for my child's birthday at our local park, do I need to make a booking?** It is a requirement of the City that any booking that includes the hire of a third party entity, a booking is to be placed through the City's online booking system and the companies Public Liability Certificate is provided to the City. This includes, face painters, clowns, laser tag, animal farm and any additional children's entertainer.
- **Can I reserve a shelter or barbecue for my function?** Bookings or reservations cannot be made for shelters or barbecues. All City of Joondalup parks are categorised as public open space and are open to all members of the public at any time. All City park shelters and barbecues are available for public use on a 'first come first serve basis'. Hirers must not cordon off any areas on the park for their function.
- **Can I bring my own barbecue to the park?** No, only City owned and installed barbecues are permitted for use on all City managed parks.
- **What parks have toilets?** See the following [link](#) for a list of City parks with toilet facilities:
- **Can I bring alcohol onto the park for our function?** Hirers can apply to have permission to consume alcohol on the park through the online booking application. Without written approval from the City a hirer may be asked to leave the park by a City Ranger.
- **Can I have vehicle access to the park?** Vehicles are not permitted on any City parks or beaches without written authorisation from the City. Should you require vehicle access for your booking, please specify the requirement on your booking application.
- **How do I make a booking?** Follow the [link](#) to the City's online booking system. You will be able to view the park or facility availability here on the live online calendar and manage all booking applications.
- **When will my booking be approved?** Once you have submitted your booking application, please allow seven days for your booking application to be approved. If you have selected a date within this time frame you will need to contact the Community Facilities Bookings Office on **9400 4268** to speak with a Customer Service Officer.