



Birthday Party Information Request Form

Make your information request process easier by filling out this form completely. Please submit the form via email to birthdayparties@exploreCML.org. Please note this form is a writeable PDF, so you are able to type your answers and then save and email.

You can also fax the form to 843.352.6162 or reach CML Staff by phone at 843.853.8962 x223.

Birthday Child's Name: _____

Age he/she is turning: _____ Girl Boy Is this your family's first CML birthday party? Yes No

Address: _____ City/State/Zip: _____

Primary Contact Person's Name: _____ CML Member? Yes No

Email: _____ Phone _____ Best Time to Call: _____

Preferred method of receiving your Birthday Party Confirmation Packet: Email Mail

Date and time you want to celebrate:

Please reference our Party Availability Calendar at exploreCML.org/cml-events/cml-parties to see available dates and times.

DATE

TIME

First Choice		
Second Choice		
Third Choice		

How did you hear about CML Birthday Parties? _____

Next Steps

- Once your request is received, a CML staff member will contact you within one week to confirm your reservation date.
- A non-refundable but transferable \$75 deposit is required to complete your birthday party reservation. The deposit goes towards the balance of the party.
- You will receive a birthday party packet to complete and return as your party approaches.
- This form does **not** confirm your birthday party reservation.