BATTLE CREEK FIELD OF FLIGHT AIR SHOW & BALLOON FESTIVAL

PRIVATE PARTY INFORMATION

JUNE 29 – JULY 4, 2023

PRIVATE PARTY BASIC DETAILS:

- Pick a date and you and your guests will have front-row seating!
- We have a Committee dedicated to organizing all your needs.
- We will set up the tent, tables and chairs and secure the area from general spectators.
- We will hang a “Welcome” banner at your entrance to the Private Party Area.
- We will make all the arrangements for food and beverages. Simply give us your price range and menu ideas and we will handle all the quotes and details.
- We will provide your admission passes, parking passes, directions, map and the schedule of events for you to compile individual guest packets.
- Tickets for Funland/Carnival can also be available for your guests by purchasing them in advance and on line. Visit www.fieldofflight.com and go to CARNIVAL.
- Parking passes and wristbands are good all day. Which means guests can come and go as they please. The Reserved area is also yours for the entire day.
- Guests will also have the freedom to roam the event grounds and enjoy all the day’s activities.
- Please remember that all alcoholic beverages must be purchased from Battle Creek Field of Flight.

For more Information Contact the Balloon Championship Office
269-962-0592
PRIVATE PARTY suggested PRICING GUIDE
The following fees are based on the size of the area, tent, tables, chairs and private portajons. These fees are based on a one day Private Party.

40 x 40 (Tent Size) – Seating for up to 300  $4,500.00
30 x 30 (Tent Size) – Seating for up to 200  $3,500.00

Suggested Menu Items Below; More Options can be created depending on what you would like to pay per person.

MENU I:
- PULLED PORK
- HOT DOGS
- BUNS & CONDIMENTS
- MAC & CHEESE
- PASTA SALAD
- BAKED BEANS

TOTAL COST PER PERSON TBD

MENU II:
- BURGERS
- HOT-DOGS
- GRILLED CHICKEN
- MAC & CHEESE
- PASTA SALAD
- BAKED BEANS
- BUNS & CONDIMENTS

TOTAL COST PER PERSON TBD

MENU III:
- TACO BAR TO INCLUDE THREE MEATS
  - PORK, CHICKEN AND GROUND BEEF
  - SOFT SHELLS AND HARD SHELLS
  - REFRIED BEANS
  - RICE
  - LETTUCE, TOMATO, SOUR CREAM
  - SALSA (FIVE (5) DIFFERENT FLAVORS
  - CHICKEN CASIDELIAS

TOTAL COST PER PERSON TBD

BEVERAGES:
- SOFT DRINKS AND WATER WILL BE $3.00 EACH

ADMISSION FEE:
- $13.00 per person

PARKING FEE:
- $5.00 per Vehicle
We will provide the following:
* Company Ticket for Entrance
* Parking Pass
* Event Brochure
* Directions to the BluFish Parking and King Jeweler Entrance Gate
* Map of the grounds showing location of the Party Tent

COMPANY NAME:__________________________________________

CONTACT PERSON:________________________________________

CELL PHONE & WORK PHONE:_______________________________
2023 BATTLE CREEK FIELD OF FLIGHT AIR SHOW AND BALLOON FESTIVAL
JUNE 29 THROUGH JULY 4, 2023

PRIVATE PARTY COMMITMENT FORM

COMPANY NAME: ____________________________________________ POINT OF CONTACT: ____________________________________________

EMAIL: ___________________________________ CELL PHONE: ____________________ OTHER: ____________________

DATE OF PARTY: ___________ NUMBER OF EXPECTED PEOPLE: _______ TENT SIZE REQUEST: ____________________

TO HOLD THE DATE, PLEASE SUBMIT THE PRIVATE PARTY FEE BASED ON TENT SIZE. MAKE PAYABLE TO AND REMIT TO BC FIELD OF FLIGHT OR BCHABC, INC.; 3140 5TH AVENUE, BATTLE CREEK, MI 49037. I UNDERSTAND THAT THIS DEPOSIT WILL HOLD MY RESERVATION. SHOULD I NEED TO CANCEL, I UNDERSTAND THAT I WILL RECEIVE MY DEPOSIT BACK IF I SUBMIT MY LETTER OF CANCELLATION ON OR BEFORE June 1, 2023.

ALL OTHER FEES ASSOCIATED WITH OUR PARTY ARE TO BE PAID IN FULL ON OR BEFORE THE DATE OF YOUR PARTY UNLESS OTHERWISE AGREED.

PARTY DETAILS

WE WILL PLAN TO ARRIVE ON SITE AT ____________ (TIME).

WE WOULD LIKE FOOD TO BE READY TO GO BY ____________ (TIME).
MENU TYPE: _____ MENU I; _____ MENU II; _____ MENU III; 1 MORE OPTION @ $___ PER PERSON

PLEASE UNDERSTAND THAT THEPRICING IS BASED ON EACH PERSON GOING THROUGH THE FOOD LINE ONE TIME, UNLESS YOU MAKE OTHER ARRANGEMENTS.

WE WOULD LIKE BEVERAGES TO BE READY TO GO BY ____________ (TIME).
BEVERAGE OPTIONS: _____ SOFT DRINKS; _____ WATER; _____ BEER; _____ OPTION TO PURCHASE BEER TICKETS DAY OF VERSES HAVING IT IN OUR TENT.

WE WILL NEED A TOTAL OF _______ (NUMBER) OF WRISTBANDS FOR ENTRANCE

WE WILL NEED A TOTAL OF _______ (NUMBER) OF PARKING PASSES

PACKET OF INFORMATION:
Parking Directions, Event Brochure with Schedule of Events, Map of Event Grounds and Location of your Party Tent. Parking Passes, Wristbands and Meal Tickets provided based on the information given.

By Signing, I agree to the above and the Private Party Basic Information.

Authorized Signature ________________________ Date ________________________ Barbara A. Haluszka, Executive Director ________________________

Please Print: ______________________________________