

BATTLE CREEK FIELD OF FLIGHT AIR SHOW & BALLOON FESTIVAL

PRIVATE PARTY INFORMATION

JULY 3 – JULY 7, 2024

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**



**BATTLE CREEK FIELD OF FLIGHT AIR SHOW & BALLOON FESTIVAL
JULY 3 - 7, 2024**

PRIVATE PARTY suggested PRICING GUIDE

The following fees are based on the size of the area, tent, tables, chairs and private portions. 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
CHICKEN CASIDELLIAS

TOTAL COST PER PERSON TBD

BEVERAGES:

SOFT DRINKS AND WATER WILL BE \$3.00 EACH

ADMISSION FEE:

\$15.00 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: _____

2024 BATTLE CREEK FIELD OF FLIGHT AIR SHOW AND BALLOON FESTIVAL
JULY 3 THROUGH JULY 7, 2024

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 THE PRICING 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: _____