

# **BATTLE CREEK FIELD OF FLIGHT AIR SHOW & BALLOON FESTIVAL**

## **PRIVATE PARTY INFORMATION**

**JULY 2 – JULY 6, 2025**

### **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](http://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**

**2025 BATTLE CREEK FIELD OF FLIGHT AIR SHOW AND BALLOON FESTIVAL**  
**JULY 2 THROUGH JULY 6, 2025**

**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 5<sup>TH</sup> 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: \_\_\_\_\_