

# The North Ridge Appearance Request Form

PLEASE NOTE: The Club needs AT LEAST 1 month notice prior to your event for proper preparation and organization. A request for appearance does not guarantee availability. Character appearances are directly related to the availability of our members, to be determined by their personal and work schedules.

Type of Event (birthday party, fundraiser, store appearance, etc.): \_\_\_\_\_

Name of event sponsor: \_\_\_\_\_

Address of event: \_\_\_\_\_

Phone number: \_\_\_\_\_ Email: \_\_\_\_\_

Date of event: \_\_\_\_\_ Time of event: \_\_\_\_\_ Appearance time requested: \_\_\_\_\_

If party, approximate age(s) and number of guests: \_\_\_\_\_

Parking availability: (on street, parking lot, etc.) \_\_\_\_\_

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## **North Ridge Requirements for Appearance:**

- 1) Room(s) to change into costume and SECURELY lock up other belongings (preferably with minimal stairs to navigate).
- 2) If outside, a shady area
- 3) Water or drinks for characters

## **Appearance Guidelines**

Appearances usually last from 1- 1 ½ hours. North Ridge characters will be available for entire group or individual character pictures with anyone wishing photos. North Ridge characters will give out stickers, coloring pages, certificates (based on current inventory of supplies).

We can coordinate and run additional activities (trivia contests, raffles, etc.) throughout the event. Please let us know well in advance if you wish this done, and we can then provide an outline of what activities will be provided.

The North Ridge members are Star Wars fans and volunteers. We do not get paid for our services. In compensation, we request a donation that will be given to COMPASS HOUSE OF WESTERN NEW YORK. Suggested donation for a birthday party is \$75.

Please send this form to: THE NORTH RIDGE, 298 BRYANT STREET, N. TONAWANDA, NY 14120

For more information, email [events@thenorthridge.com](mailto:events@thenorthridge.com)

The North Ridge is a fan club recognized by, but not affiliated with LucasFilm, Ltd. or The Disney Co. in any way, except for being fans of the Star Wars saga.