



Birthday Party Application

Updated Jan 2021

Name: _____

Email: _____

Contact Number (Cell) _____

Date of Party: _____ TU WE TH FR SAT SUN Time: _____

Child's Name: _____ Age*: _____

Party Options:

#1 Standard Party: \$115.00 (up to 20 total guests**)

Two-hour party with access to the party room for just your guests.. Party allows guests to play in the museum during the 2 hrs of party time only. Party Time: 1:30 - 3:30 pm Available Wednesdays - Saturdays

#2 Semi - Private After Hours Party: \$175.00 (up to 30 total guests**)

Two-hour party with full access to the museum for your guests (1 hr open to the public/1 hr closed private party) Party Time: 4:00 - 6:00 pm Available Wednesdays - Saturdays

#3 Private After Hours Party: \$225.00 (up to 30 total guests**)

Two-hour party with full access to the museum for your guests (Museum will be closed to the public) Party Time: 5:00-7:00 pm. Available Fridays - Saturdays

#4 Sunday Private Party: \$425.00 (up to 40 total guests**)

Three-hour party with full access to the museum for your guests (Museum will be closed to the public) Party Time: 1:00 - 4:00 pm Available on Sundays, Mondays & Tuesdays

**Extra guest passes may be added to your package up to an additional 10 guests for the price of \$5/each. (A museum membership is not applicable to birthday party events.)

Party Option: _____

Party Amount _____

A deposit of \$50.00 is required to book the party and hold your date/time. If notified within 7 days of the party, the deposit and birthday party date can be rescheduled with no additional fees. Deposit is nonrefundable if the party is canceled within 7 days of the party, or party is a no-show.

Deposit Paid Date: _____ Deposit Amount: _____

Extra Persons () x \$5.00 _____ Less Deposit - _____ Membership Discount _____

Total Owed _____

Cash Check Card Payment: _____

Birthday Party Contract

The museum agrees to provide the following for the birthday party:

1. The shared-use of the museum, its exhibits and the private party room for the length of the chosen party option.
2. One employee to assist during the party hours (Party parent is responsible for children and their behavior).
3. Cleanup after the party.

_____, the person responsible for arranging the party agrees to the following:

- The party family and guests will arrive no earlier than 20 minutes before the scheduled time and stay no longer than 10 minutes after the scheduled ending time. Party options #1, #2 & #3 are 2 hours in length and party option #4 is 3 hours in length. Once the party is over, all party guests must leave the museum. If a family wants to stay to play longer, we ask them to come up to the museum front desk and pay for entry of a birthday discount rate of \$5/per person..
- The birthday parent must stay until all children are picked up and is responsible for ensuring that no children are forgotten. Each party is limited to the amount of guests* (children & adults combined) that is determined by the party option that the party parent chooses. Additional guests over limits are \$5 per person, up to 10 additional party guests maximum.
- **Museum memberships are not applicable to a birthday party, as it is a special event.**
- There are no pinatas, confetti or glitter allowed at the birthday parties.
- All food and drink must remain in the party room at all times during the party including adults.
No food is to go into the museum or into museum exhibits.
- The birthday parent is responsible for all of the children's behavior. If there is unacceptable behavior that cannot be corrected, that parent will be asked to handle the situation by contacting the parents of the guest.
- A non-refundable deposit of \$50.00 is required to book the party.
- If bringing goodie bags, leave them at the front desk. The bags will be passed out to guests as they exit the museum.

All guests will be counted individually. Museum memberships are not applicable to birthday parties for entry.

Museum personnel are in charge of the museum and the party room. The staff must approve any changes in the regular party procedure. (Party parent is responsible for children and their behavior).

Parents, please consider the play time of the party as you plan gifts for your child. If you bring quite a few gifts on top of what the guests bring, the children attending will tire of watching the presents get opened and sometimes create a disturbance. We recommend that you have your child open all or most of the family presents in your home, this will allow more playtime within the museum for your party.

Signatures: _____

Museum Representative Birthday Parent

All regular museum rules are in effect during the party, no running, use an inside voice, share and take turns and no food or drink allowed on the museum floor. Our aim is for the birthday child and the family to have the best possible time in the museum. We do however; have a responsibility to all of our visitors to make sure they have an opportunity to enjoy the museum in a safe fashion. Thank You for your help, enjoy the party!