

Birthday Party Rental Information & Policies

Earthplace offers birthday party rentals to members with an active Family membership. In order to hold a birthday reservation, the Family membership must be active on the date of the party.

Earthplace provides

- A private space for your party, if booked indoors.
- A dedicated space in our picnic grove, if booked outdoors
- A naturalist-led program (if applicable).
- Picnic tables or if indoors tables and chairs (four 2.5'x5' tables, two 2.5'x3.5' tables, 30 chairs, additional tables available upon request)
- Trash bins and cleaning supplies for tidying up after the party is over

Payment and refunds

- Full payment is required at the time of booking
- You may request a refund of the total party fee minus \$100, up to 7 days after booking and no closer than 14 days prior to your scheduled party time.
- If you are booking an outdoor party and it rains we will work with you to find a suitable rain date.

Party policies

- All children must be under **direct supervision** of an adult at all times, including during the naturalist-led program where 4 adults are allowed to attend.
- No more than 20 children may attend each naturalist-led program. Children younger than 2 y/o are not allowed to attend the program. If you would like to hold a party for more than 20 children, with no more than 30 children total, a second program is required. Children will be split into two even groups and programs are held one after the other, not simultaneously.
- All foods, beverages and party favors must remain in the party room (indoor parties).
- No alcoholic beverages may be served at your party.
- If you choose to hang decorations on the walls, please use masking tape or Velcro. Do not use tacks, duct tape, or other materials that may damage the walls. **No balloons!** Please return the party room or picnic grove to the state in which you found it. We ask all groups to remove any decorations, wipe down the tables, sweep the floor, and put your trash and recycling in the appropriate receptacles. Cleaning supplies will be stored in the kitchen. **NO BALLOONS & NO CONFETTI.** There will be a cleaning fee added if the party is not adequately cleaned up.
- All guests are to remain inside of the party room during the party. Common areas and hallways need to remain clear for all patrons and operations. Outdoor play is permitted during the party. Transport through the building for the nature program will be led by the educator holding the program.
- Your party time includes set-up and clean-up time. You will not be permitted in the room prior to your reserved time. Party groups still occupying a room after the end of their time slot will be charged \$75 for an additional half-hour of room rental.
- Birthday party groups are responsible and will be charged for any loss or damage to our facility, grounds or equipment.
- Any group or user violating the above policies may be asked to leave and/or denied future use of our premises.

By signing below you agree to adhere to the policies stated above:

Full name: _____

Date: _____

Pricing for Birthday parties of an Earthplace member:

Critter Encounters \$400

Safari \$400

Young Scientist \$500

Pond Study \$500

Survival/Shelter-building \$500

Additional programs when attendance exceeds 20 kids:

Critter Encounter \$150

Safari \$150

Young Scientist \$200

Pond Study \$200

Survival/Shelter-building \$200

Other add-ons for parties of 20 and under(must be ages 5 and up):

Critter encounter \$75

Safari \$75

Nature Walk \$75

Young Scientist \$100

Group admission to Nature Center* \$100 (*Children must be under adult supervision at all times and respectful of other visitors/animal-friends, use indoor voices and walking feet*)

Campfire \$150 for one hour during your party. (*You would need to provide the s'mores supplies if you wanted to roast marshmallows for treats.*)