



# Museum Reservation Birthday Party Up to 25 guests only

First choice date of party: \_\_\_\_\_ Second choice date: \_\_\_\_\_

Party must be held during WEEKDAY museum hours (including clean-up time)  
Tuesday: 12p-6p    Wednesday: 10a-4p    Thursday: 12p-6p    Friday: 10a-4p

Requested 2-hour time slot: \_\_\_\_\_

This contract is for UP TO 25 guests including adults. Under 1- free/do not count in the total.

Approximate number of guests: \_\_\_\_\_ children and \_\_\_\_\_ adults

Child's Name: \_\_\_\_\_ Age: \_\_\_\_\_

Birthday Child's Shirt Size: Youth Small    YMed    YLrg    YXL    Adult Small    AMed    ALrg

Parent/Guardian(s): \_\_\_\_\_

Address: \_\_\_\_\_

Contact phone: \_\_\_\_\_ Email: \_\_\_\_\_

Current Discovery City Children's Museum Member?  Yes     No

### Contract Acknowledgement:

I understand that the terms defined in the birthday party contract were written with the intention to preserve the quality of the museum and to appreciate the value of the Discovery City staff. Therefore, I agree to adhere to the terms of this birthday party contract (see p.2)

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

- ✓ Contracts and deposits must be **DROPPED OFF** at Discovery City Children's Museum (317 Grand River Ave.) or at Port Huron Recreation Department (2829 Armour Street) in order to save the date.
- ✓ Payments may **NOT** be taken over the phone.
- ✓ Reservation payments may be made in cash, check, or credit card.



## **Birthday Party Contract Terms and Conditions**

**Pricing: \$200.00**

**10% Discount for members (\$180.00 for current Discovery City Members)**

- **50% due at time of contract. Final 50% due one week before the party.**
- **100% refund if party is canceled 7 days prior to the event.**
- **100% account credit to Discovery City Children's Museum/Port Huron Recreation Department if canceled 1-6 days prior to the event**

**Includes:**

- **Private usage of our party room for 2 hours (this includes clean-up)**
- **You may arrive up to 30-minute early for set-up (up to 2 adults and 1-2 children)**
- **25 guests' admission to Discovery City Children's Museum (under 1 free)**  
**\*\*We recommend a 5 children:1 adult ratio for supervision purposes.**
- **Birthday shirt for the celebrated child**

**Options:**

- **\$5.00 per additional guest (up to 5 additional guests)**
- **Catering by Dot's Candy Bar. See attached menu**

**Additional Notes:**

- **A waiver will need to be filled out for each FAMILY in attendance. Waivers can be picked up, or delivered digitally to the parent/guardian in advance of the party.**
- **No person, child or adult, will be allowed to participate in the museum activities without a signed waiver.**
- **All food/beverage brought into the museum must be made in a commercial kitchen (no home-baked goods allowed)**
- **All food and drink MUST be consumed in the party room.  
No food or drink on the museum floor.**
- **No use of alcohol, tobacco, vape, or marijuana allowed at the museum.**

**All questions and inquiries may be directed to:  
dccm@discoverycityph.com**