Birthday Party Agreement 2020

San Diego Children's Discovery Museum herein referred to as: Museum.
Paying Customer herein referred to as: Host

1. Birthday Parties are booked on a first come, first served basis and must be reserved at least two weeks in advance. Confirmation will be sent via email.

2. To hold your registration date, a non-refundable $50 deposit is required. This deposit will be credited toward your full booking amount. The $50 deposit is non-refundable.

3. Payment for Birthday Parties is due at least 7 days prior to the party date. If payment is not received as scheduled, the party is subject to cancellation. Birthday party payments are non-refundable once paid.

4. Party add-ons are limited and must be purchased in advance. The add-on birthday activity is limited to one per party, must be purchased three weeks in advance and is subject to availability. The additional parking spot is also limited to one per party and must be purchased 48 hours in advance.

5. Host must adhere to the classroom rental schedule and should not arrive more than 30 minutes in advance for party room set-up, or stay in the classroom for more than the alloted 30-minute clean-up. The Museum reserves the right to charge $25.00 per every 15 minutes outside of the allotted party set-up or clean-up times.

   Example: If Host overstays 30 minutes after their allotted clean-up time, the Museum will charge Host $50 ($25 per 15 mins).

6. If Host arrives after the start of the party time, they forfeit that portion of their party. The party time will still end as scheduled.

   Example: If the party is scheduled from 10AM-12PM and Host arrives at 10:30AM, the party still ends at 12PM.

7. Museum equipment and/or furnishings may not be removed from the classroom or premises. Damage to Museum property may result in billing Host for replacement or repair of equipment, at the Museum's discretion.

8. Host is responsible for the conduct of their guests. Children must be chaperoned at *all times*. The Museum will not accept any liability for children not accompanied by a chaperone.

9. All children and adults must check in with the Front Desk before entering the reserved birthday party space and wear the wrist band provided by the Museum.

Submit Form to: Birthdays@sdcdm.org

Birthday Party Agreement 2020

10. The Birthday Party guest count includes **all** adults and children over the age of 12 months (excluding the Birthday child(ren)). If the guest count exceeds the tier chosen and paid for by Host at the time of booking, Host will be charged for the corresponding balance on the day of the event during checkout. Refunds will not be granted in the event that the day-of guest attendance be lower than expected, as the tier the Birthday Party is booked in determines staffing and operating costs. Guest count changes must be made no later than 7 days prior to the event. Overall **maximum** guest count is 40 people, and may not be exceeded.

11. If any guests of the party also have a Museum membership, complimentary admission passes, or any other discount, they will *still* be counted as a guest and added to the overall headcount.

12. Food and Beverages: No alcohol is permitted. Food and beverages must remain in the classroom. The Museum is a peanut-free facility. No plug-in appliances or chafing dishes are allowed.

13. No outside entertainment, such as magicians, face painters or clowns are allowed.

14. As environmental stewards we do not allow balloons or confetti on our premises. Any balloons or confetti found will result in a penalty clean-up fee of $50.00.

15. It is Host's responsibility to notify the guests that the Museum is at liberty to take photographs for marketing purposes during booked parties. If any guest wishes to not be photographed, they must notify the Front Desk staff and wear a wristband.

16. In the event of inclement weather, an outdoor party may have to be rescheduled to a later **available** date.

☐ I, Host, have read the Birthday Party Policy Agreement above and agree to the terms and conditions. I also agree to indemnify and hold harmless the San Diego Children's Discovery Museum, Board of Directors, Children's Discovery Museum Holdings, LLC; Linden Root Dickinson Foundation, and all employees and/or agents from all injuries, losses, damages, and liability occurring while renting/attending our Birthday Party at the San Diego Children's Discovery Museum.

Name (printed): _____ Signature: _____

Date: _____

Submit Form to: Birthdays@sdcdm.org