



We are excited to host your birthday party in our Creation Station. We want you and your birthday child to enjoy their special time. Below is some important information to keep in mind.

### GUESTS:

- In order to help make your party enjoyable for everyone, we have very strict guidelines regarding the number of guests at your party. Creation Station has a **maximum of 40 PEOPLE**. This includes all adults, all children (including birthday child) and all infants. **You MAY NOT EXCEED 40 PEOPLE**. We ask that you choose your guest list wisely; you will be responsible for asking guests to leave should you go over the maximum number.
- The birthday child is included in the minimum count of ten children for the party. (If over ten children, fees are as follows: \$15.00 for each additional child with reservation - \$20.00 for each additional child without a reservation.)
- Any child over the age of one is considered a party guest and should be counted in the numbers for goody bags, snack sacks and balloons.
- **Final count of children and payment is due by NOON the Wednesday before your party.** You will be charged for that number. If that final number does not show, there will be no refunds. (There is a \$50.00 late fee if all necessary information is not received by NOON the Wednesday before your party.)

### TRAIN RIDE:

- The train ride is for the entire party – adults and children. (seasonal – weather permitting) Children under 48” must ride with an adult. (\$25.00 additional fee)

### MUSEUM GROUNDS:

- Remember that we are an outdoor museum, so please dress accordingly. Creation Station is inside, but all exhibits are outdoors.

### 3:00 PARTIES:

- If you are riding the train- we suggest having your guests meet at 2:30pm so everyone is ready to ride together. Once the prior party group (1:00pm) has had their ride, the Train Crew will take your group, before your party begins at 3:00. Please be patient, as some times of the year are busier than others. Our Train Crew works hard to ensure everyone gets their ride.
- If you want to visit our museum – you will need to come early and enjoy our exhibits before your party.
- **You will not be allowed in the Creation Station Room until 3:00 p.m.**

### FOOD:

- The Birthday-Treat is the **ONLY** outside food that may be brought in! **(NO EXCEPTIONS!)**
- No outside drinks/beverages may be brought in.
- Ice cream is acceptable: please bring your own scoop. Freezer space is extremely limited.
- Due to extremely limited freezer space, ice cream cakes are not acceptable.