

# Children's Museum of the Shoals

## Event Registration

Reservations will be held for three days pending payment of deposit.

Please sign the Event Agreement below.

Date: \_\_\_\_\_ Date deposit paid: \_\_\_\_\_

Group: \_\_\_\_\_

Contact Person: \_\_\_\_\_ (CMOS Member #: \_\_\_\_\_)

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

\_\_\_\_\_ E-mail: \_\_\_\_\_

Description of Event: \_\_\_\_\_

Special Activities: \_\_\_\_\_

Party Date: \_\_\_\_\_ Time: \_\_\_\_\_ Number of Attendees: \_\_\_\_\_

Deposit paid: \_\_\_\_\_ Balance Due: \_\_\_\_\_ Date Paid in Full: \_\_\_\_\_

### Party Cost for Groups up to 25 or for Birthday Parties with up to 15 Children:

Saturday-Sunday: Members \$150 Non-members \$175

Monday-Friday: Members \$120 Non-members \$145

Each additional guest - \$5. Museum inside occupancy limit - 60 persons.

\$25 Deposit. Balance is due on the day of the event.

### Please read and sign our Event Agreement:

Events are usually scheduled for a two hour period. Plan to arrive at the museum in time to set up for the event. The museum staff will have the party room ready for you when you arrive and will help with the cleanup after the event.

For birthday parties, children usually spend about an hour and a half of playtime in the museum, with about half an hour for cake and presents with the royal guests in "The Enchanted Kingdom" party room.

Activities, schedules, and additional arrangements for other events will be coordinated with the CMOS staff. No alcoholic beverages will be served or consumed on the premises. This is a non-smoking facility.

There should be at least one adult for every five children at any event. The adults are responsible for watching the children and monitoring their activities to make sure they are safe. Children are to be picked up by the parents or adults responsible for them before the organizer(s) leave the museum.

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