



## Birthday Party Itinerary

Below is a recommended party itinerary. Please inform your guests to arrive on time in order to participate in the craft and exhibit exploration.

**Birthday parties are held on Saturday & Sunday at 11am-1pm or 2pm-4pm**

The party family receives 30 minutes before and after party for set-up and clean-up. Total rental time is three hours.

### 11 AM Party

Start	End	Duration	Activity
<b>10:30 am</b>			<b>Host arrives</b>
<b>11:00 am</b>			<b>Party start time</b>
11:00 am	11:05 am	5 min	Greeting
11:05 am	11:20 am	15 min	Craft
11:20 am	11:30 am	10 min	Exhibit Exploration
11:30 am	12:30 pm	1 hour	Free Play
			Party Assistant to clean-up craft and set-up for cake cutting
12:20 pm	12:30 pm	10 min	Gather party back into classroom
12:30 pm	1:00 pm	30 min	Cake cutting / food
12:50 pm			10 minutes left
<b>1:00 pm</b>			<b>End of party</b>
1:00 pm	1:30 pm	30 min	Start clean-up
<b>1:30 pm</b>			<b>Host vacates room</b>

### 2 PM Party

Start	End	Duration	Activity
<b>1:30 pm</b>			<b>Host arrives</b>
<b>2:00 pm</b>			<b>Party start time</b>
2:00 pm	2:05 pm	5 min	Greeting
2:05 pm	2:20 pm	15 min	Craft
2:20 pm	2:30 pm	10 min	Exhibit Exploration
2:30 pm	3:30 pm	1 hour	Free Play
			Party Assistant to clean-up craft and set-up for cake cutting
3:20 pm	3:30 pm	10 min	Gather party back into classroom
3:30 pm	4:00 pm	30 min	Cake cutting / food
3:50 pm			10 minutes left
<b>4:00pm</b>			<b>End of party</b>
4:30 pm	5:00 pm	30 min	Start clean-up
<b>5:00 pm</b>			<b>Host vacates room</b>