

# Children's Discovery Museum of San Jose Birthday Party Reservation Request Form

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## CONTACT INFORMATION

Requested Date of Birthday Party: \_\_\_/\_\_\_/\_\_\_

Birthday Child's Name: \_\_\_\_\_ Age: \_\_\_\_\_  F  M

Name of Main Contact/Parent: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

E-mail: \_\_\_\_\_ Phone#: \_\_\_\_\_

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## BIRTHDAY PARTY DETAILS

Please place an X by all of the appropriate information below:

### Day and Time:

Saturday \_\_\_\_\_

or

Sunday \_\_\_\_\_

11:00 a.m.

11:30 a.m.

1:00 p.m.

1:00 p.m.

2:30 p.m.

2:30 p.m.

### Birthday party package request:

Basic Birthday Party \$250.00

Birthday Party Level 2 \$350.00

Birthday Party Level 3 \$475.00

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## IMPORTANT INFORMATION

A fax transmittal is **not** a reservation confirmation. A birthday party host will contact you by phone to schedule your party. If you do not hear from a Museum representative within 48 hours after you have faxed in your request, please call (408) 298-5437 ext. 268.

Your payment can be made by Visa, MasterCard, or Discover cards. Reservations will not be confirmed until payment is received in full.

## GUEST LISTS

Upon confirmation of your reservation, you will be sent additional information, including invitations and a guest list. The guest list should be faxed to the Museum no later than one week prior to your birthday party date. Additional charges will apply for guests that exceed your birthday party package allotment. The maximum occupancy of the birthday party room is **24** people.

## ACTIVITY & FOOD CHOICES

For Birthday Party Level 2 and above:

- Food and/or activity choices will be provided to you, and noted by your birthday party host, upon reservation of your date.
- Food package information for adult guests available upon request.

## CANCELATION POLICY & FEES

- *No refunds will be given for cancellations that occur less than two weeks prior to the party date.*
- A \$50.00 cancellation fee may be charged if your party is cancelled more than two weeks prior to your party date.

**Please fax form to:** Children's Discovery Museum of San Jose **Fax: (408) 298-6826** Attn: Birthdays