



# Scitech Birthday Party

## Terms and Conditions

By booking a party at Scitech, you agree to the following terms and conditions.

### Deposit

A booking deposit of \$100 is required at the time of booking. This deposit is **non-refundable** and forms part of your final payment for your birthday party. You may change the date and/or time of your party using your \$100 deposit. If you reschedule your booking, the new party date must fall within 6 months of the original party date. If you decide to reschedule a party, you must provide at least 4 weeks' notice. Insufficient notice will result in your deposit being forfeited.

### Payment

Please note the minimum charge for a birthday party is \$420 (\$375 for Member booking), which covers the minimum of 15 birthday children. A maximum number of 25 children (+25 adults) also applies. The maximum number of people is to adhere to health and safety requirements of the birthday venue and cannot be compromised under any circumstances.

### Full payment and confirmation must be finalised by 12pm on the Wednesday preceding the party.

Changes to attendance numbers cannot be made after this time. If payment is not made by this time, you risk forfeiting your booking.

Entrance fees will apply to any children who accompany invited children (for example siblings) and extra adults. This entry fee is payable on the day at the admissions desk. Additional adults will be charged at the price of a child ticket. Any extra children will not be allowed in the birthday party room, be included in the birthday party or party activities and must be supervised within the centre.

No electrical appliances are allowed in Scitech due to occupational health and safety reasons.

### Refunds

Once the party payment is finalised, we will not be able to provide monetary refunds for any absent children. Instead, reimbursement will be provided in the form of one Complimentary Pass per absent child where the minimum of 15 children has been met. Complimentary Passes can be used for child or adult entry into Scitech. It will be the parent's responsibility to inform the Scitech Host of any absentees and collect passes.

### Supervision

Parental supervision is always required. Birthday groups are given a 1:1 adult/child ratio admission, which is included in the initial cost. We ask that these ratios are adhered to for reasonable supervision. Extra adults attending with the group incurs an admission fee (child's rate) that is payable on the day at the admissions desk.

### Arrival / Departure

Children *and* parents must be assembled by the allocated party time. Liaise with our front of house staff for any enquires regarding cake storage, parking, meeting points and scheduling. Please note that latecomers may be excluded from the Science Theatre/Puppet show.

### Catering

You are welcome to supply food and drinks (non-alcoholic) for your guests to be consumed during your 40-minute use of the Private Party Room. Scitech will not be able to provide storage for party supplies, including perishables (except cake) before or after your booking. Scitech will provide tables, stools, chairs and crockery (plates, cups & spoons) for the invited children. Please bring extra crockery for adults, if required.

The top of the page features a dark blue header with a pattern of small white geometric shapes (squares, triangles, circles). On the left, there are illustrations of balloons (one purple, one pink) and a molecular structure. The Scitech logo, consisting of the word 'scitech' in white lowercase letters on an orange rectangular background, is positioned to the left of the main title. The main title 'Scitech Birthday Party' is written in a large, white, sans-serif font.

# Scitech Birthday Party

## Terms and Conditions

### **Birthday Cake**

You are welcome to bring your own cake. However, for your convenience, we can provide a Peters Neapolitan ice-cream cake at an additional cost of \$15 (serves 10–12).

### **Cleaning**

Please take any left-over food you wish to save. Scitech will dispose of any food that is left behind. Scitech will clean all plates, cups and spoons provided by Scitech but cannot provide cleaning services for a customer's personal equipment. Scitech will clean the Private Party Room after the party.

### **Party Schedule**

Birthday parties run for a total of 90 minutes and includes:

- a welcome greeting (10 mins)
- use of a Private Party Room *before or after your show depending on session* (40 mins)
- a Puppet or Science Theatre Show (30 mins)
- presentation of the birthday certificate & gift voucher.

Scitech parties can be booked for the following sessions:

- 9.50am– 11.20am
- 11.50am–1.20pm
- 2.20pm–3.50pm.

Scitech is unable to provide additional time in the Private Party Room. You can take your supplies into the party room 10 minutes before your booked time. All people and personal items must vacate the room by the end time specified by the booking.

**During Scitech's normal opening hours, party guests have unlimited free time in the Science Centre before and/or after your party.**

### **Parking at City West**

Limited paid parking is available at City West. Scitech visitors have access to discounted parking rates via parking machines located inside City West Centre on levels G and 1. Just remember to make a note of your licence plate number and purchase your parking at the start of your visit.