



Wellfleet Bay Wildlife Sanctuary
P.O. Box 236, 291 State Highway Rte. 6 ▲ South Wellfleet, Massachusetts 02663
Tel: 508.349.2615 ▲ Fax: 508.349.2632 ▲ E-mail: wellfleet@massaudubon.org

Children's Birthday Parties

We welcome the opportunity to celebrate important milestones with your family! Wellfleet Bay Wildlife Sanctuary is an ideal place to host your child's birthday party: we provide a beautiful space and fun activities, while you make arrangements for the guests and the food!

Our Party Room

The party room can comfortably hold up to 80 people, and can be set up with up to 80 chairs and 10 six-foot folding tables. The party room subdivides into two or three smaller rooms, as needed.

Party Days and Times

We schedule birthday parties on Saturdays and Sundays year-round between 8:30 a.m. and 5 p.m. They are two hours long. Party hosts are allowed 30 minutes prior to the start of the party to set up, and 30 minutes after the end of the party to clean up.

Party Activities

Your party will be hosted by a children's naturalist, who will lead the party guests in an indoor presentation and outdoor exploration (rain or shine).

For birthday kids ages 4-7, we present Shark Bites. Kids will learn about the shark's body parts through songs, games, and role plays, and explore the trails with a special scavenger hunt.

For birthday kids ages 6-10, we present Rachel (Sting)Ray's Ocean Stew. Kids will learn about the marine food chain, pet some of our coastal critters, and explore the trails with a special scavenger hunt.

Party activities are designed to take up to 1.5 hours, leaving 30 minutes for other party activities, such as cake and presents. If you have a special request for your party, please do not hesitate to bring it to our attention at the time you schedule the party. We will strive to make the day as special as possible for the birthday kid!

Goody Bags

Our gift shop has a variety of low-cost items that will commemorate a day at the sanctuary. Items must be ordered three weeks prior to the party date.

Cost

The cost of a birthday party for 15 children is \$150. This includes the use of the party room for three hours, a children's naturalist to lead activities, and activity materials. You do not need to be a member of Mass Audubon to schedule a birthday party.



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Reservations

To reserve a date for your birthday party, please read through the Rules and Regulations and complete the attached application. When you receive a notification that your date has been accepted, you will have seven days to pay the total fee (\$150) and to present a separate check (\$150) for the security deposit, in order to keep the date reserved. The security deposit will be returned to you one week after the party provided that no expenses were incurred (such as additional children or additional time in the party room) and that there were no damages to the property.

For cancellations made up to 15 days in advance of the scheduled date we will return the fee minus a \$25 processing fee. Cancellations less than 15 day in advance of an event result in the loss of the full reservation fee. In both cases, we will return the security deposit.



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Rules and Regulations for Children's Birthday Parties

Birthday parties are designed for 15 participating children. (All children age 4 and older count towards this total.) There is no limit on the number of adults that may attend.

If you expect more than 15 children to attend, we will be happy to bring in an additional children's naturalist, at a cost to you of \$40. We will need one week's notice prior to the party to arrange for an additional naturalist.

The party host (you) must provide one adult for every five children.

Children must be supervised at all times. The nature center is open to regular visitors, and thus, running, shouting, and rough play are not allowed indoors. **Children must have an adult with them when they are not in the party room.**

All supplies and personal belongings must be kept in the party room. Wellfleet Bay is not responsible for lost, stolen, or damaged items.

Please respect staff privacy and sanctuary operations by remaining in public areas only.

All trash and garbage from the birthday party must be removed by the party host. Wellfleet Bay staff is responsible for sweeping/ cleaning the tables after the party.

Wellfleet Bay is a smoke-free site. Smoking is not permitted inside any of the buildings or outside on the trails and ground.

Balloons are not allowed on the Wellfleet Bay property.

No alcohol is permitted at children's birthday parties.

Posting of any signs off the premises is prohibited.

No dogs or other pets are allowed on the Sanctuary.

Fair Warning

We reserve the right to refuse birthday party requests at our discretion.

The naturalist will begin the party activities promptly at the scheduled time. If you choose to wait for late guests, please be aware that the party will still end at the originally agreed upon time. The party host (you) is responsible for the cake and presents portion of the party.

If more than 15 children ages 4 and older attend, and we have not received notice nor have arranged for an additional naturalist, you will be charged \$50 from your security deposit, and some party activities may not proceed as planned.



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If your use of the party room exceeds three hours, you will be charged \$50 for each additional hour from your security deposit.

The artwork in the gallery is for all to enjoy. Please be mindful of the artwork. It is displayed on a consignment basis and any damage incurred will be your financial responsibility.

Music and Catering

If you intend to play recorded music or hire a DJ, or serve prepared or catered food (in addition to cake and drinks), you must discuss this at the time of the reservation with the Education Director. Additional rules and regulations apply to these circumstances.

Liability to Persons and Property

Mass Audubon assumes no responsibility and expressly disclaims any liability or responsibility for damage to or loss of personal property belonging to the applicant, guests, employees, or contractors in or on the premises, and for injury or death to persons invited to the premises or employed by the applicant for any purpose whatsoever.

Except in cases where Mass Audubon is found to be grossly negligent, the applicant agrees to assume liability for any and all bodily injury or property damage resulting directly or indirectly from the applicant's use of the premises and to hold Mass Audubon and its employees, volunteers, directors, officers and agents harmless from any and all liability, claims, or assessments arising out of the applicant's use of the premises. The applicant shall agree to be responsible for, and reimburse Mass Audubon, for any loss or damage to the buildings, its contents, equipment or grounds caused by the applicant, guests, employees, or contractors. In specific, the applicant agrees to defend with counsel satisfactory to Mass Audubon and to pay, protect, indemnify and save harmless Mass Audubon from and against, any and all liabilities, damages, costs, expenses (including any and all attorneys' fees and expenses of Mass Audubon), causes of action, suits, claims, demands or judgments of any nature whatsoever arising from the exercise of this function rental agreement and (i) any work, act, or omission to act done in, on or about Mass Audubon premises, or any part thereof, by or on behalf of the applicant or any person claiming under the applicant, or the employees, agents, tenants, contractors, applicants, invitees or visitors of the applicant or any such person; (ii) injury to, or the death of, persons or damage to property on Mass Audubon premises or upon adjoining property or in any way growing out of or connected with the use, non-use, condition, possession, operation, maintenance, management or occupation of Mass Audubon premises by the applicant or any visitors of the applicant or any such person, or resulting from the condition of Mass Audubon premises; or (iii) violation of any agreement or condition of this function rental agreement or any applicable federal, state, or local statutes, laws, regulations, or other requirements, affecting Mass Audubon premises or the ownership, occupancy or use thereof. The provisions of this paragraph shall survive the expiration or earlier termination of this function rental agreement.



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Children's Birthday Party Reservation Request

Please complete and return this form to the address above. Thank you.

Date Completed: _____

Full Name of Birthday Child: _____ Boy or Girl? _____ Birthday Age: _____

Parent Name: _____ MAS member #: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ (day); _____ (evening)

Cell Phone: _____ E-mail: _____

Party Date Request:

1st choice: (Day) _____ (Date) _____ (Time) _____

2nd choice: (Day) _____ (Date) _____ (Time) _____

3rd choice: (Day) _____ (Date) _____ (Time) _____

Party Theme Request: (circle one) Shark Bites, ages 4-7 Rachel (Sting)Ray's Ocean Stew, ages 6-10

(If child is older than 10, speak to the Education Director; special activities will be arranged.)

Estimated Number of Children in Attendance: _____

Estimated Number of Adults in Attendance: _____

Special Requests

I, the undersigned, have read and understand the Rules and Regulations for Children's Birthday Parties and agree to abide by them.

Signed

Date

.....

Fee Paid: \$150 (includes \$25 non-refundable deposit); Date Received _____ by _____

Security Deposit Check: \$150; Date Received _____ by _____

Confirmed Party Date:

Final Child Participant Number: