



The Original Playhouse Children's Museum  
4 W Main Street New Market, MD 21774 301-865-6500  
[www.OriginalPlayhouse.com](http://www.OriginalPlayhouse.com)

## Birthday Party Agreement

Thank you for choosing to celebrate your child's birthday at The Original Playhouse (TOP). The following information provides an outline of policies and procedures for the course of your two-hour party. Please let us know if anything remains unclear as we'd like to satisfy all your wishes.

TOP will open 20 minutes before your party begins to allow time for you to bring in and set up items from home. You are welcome to bring balloons and/or decorations. We highly recommend going light on food and keeping it simple. We do not have a refrigerator and most people bring a cooler to keep drinks chilled or serve at room temperature.

TOP offers a structured art activity of Sharpie-dyed ceramic tiles for \$3.50 each. They turn out beautiful, are easy to do and make a great favor to take home! Let us know if you're interested.

## Details

- † A 2-hour party is \$240. A nonrefundable \$50 deposit is required to confirm the date and time. A check in the mail, credit card over the phone, or an emailed PayPal invoice are options for placing a deposit.
  - In the event of inclement weather and roads are unsafe, we will reschedule. If we're unable to find a date that works for you, your \$50 will be credited toward walk in play or gift cards.
- † 15 children and 20 adults are included.
  - 15 children includes the birthday child, and all kids ages 2 and up.
  - Additional children are \$10 each and additional adults are \$5 each.
  - Our maximum capacity is 50 people.
- † Birthday family provides paper goods, food, optional favors or decorations.

- † The Playhouse is yours for the two hours and children are free to play throughout the entire space, inside and out (weather permitting). We ask that there's an adult in any room where kids are, particularly upstairs and outside for the well-being and safety of children.
- † Food is typically served at the end of the party. The final half-hour lends itself well for snacks and cake; a little more if you're serving a lot of food.
- † Opening gifts at the Playhouse is not encouraged.

Please be mindful of time. If it takes longer than 30 minutes for staff to clean and restore the Playhouse, a \$25 fee will be added to your balance. We pride ourselves in offering a clean and organized space; we ask that you respect the time required to present a fresh house to every one of our guests. If there is large mess to clean upstairs, we reserve the right to close upstairs the final 15 minutes to give staff a chance to clean and reorganize.

Please reply to this agreement acknowledging that you've read and agree to these terms. Keeping these policies in place will help assure your party goes as smoothly as possible.

Thank you, we appreciate your business!

Ellen and the Playhouse Staff

