

NATURE CENTER BIRTHDAY PARTY INFORMATION

Revised 2/17/26

11938 Amblewood, Meadows Place 77477

How do I reserve the Nature Center:

- Requests for Reservations must be made in person at City Hall, 1 Troyan Dr / Monday -Friday, 8:30 am - 4:00 pm
 - To Request a Reservation, bring a completed Nature Center Birthday Reservation Form, a copy of your Driver's License and rental fee to City Hall.
 - Payment can be made in cash / credit card / money order.
 - Renters must be 21 years of age or older and must be in good financial standing with the City of Meadows Place
 - **Cancellations made up to 1 month prior to rental will receive a 100% refund of the rental fee.**
Cancellations made up to 14 days prior to rental will receive a 50% refund of the rental fee.
Cancellations made within 7 days of rental will result in forfeiture of the rental fee.
- Request must be in writing through email at utilities@cityofmeadowsplace.org**

***Exceptions will be made if the city must cancel the rental due to weather conditions or if the birthday child is ill. The party will be moved to another day of the renter's choice.**

Capacity:

- 30 total participants

Amenities:

- Chairs 30
- Rectangular Tables (6ft) 2
- Round Table 3
- Outdoor Picnic Table 2
- Gift Table / Food Table
- Full size refrigerator/freezer
- Microwave
- Indoor furniture must stay indoors; outdoor furniture must stay on patio
- Party Host 2

Rentable Hours:

- **Tuesday – Saturday** any time after 3pm and before 6pm / **Sunday** any time before 5pm
- The party rental is 2 hours long.
- Renter ONLY may arrive 30 minutes prior to rental to decorate.
- The building must be completely vacated no later than your approved rental hours.

Exclusions:

- Use of facility electronic equipment is not included.
- Inflatables and pinatas are not allowed.
- Decorations **MUST** be tabletop or floor display **ONLY**. Wall and window displays **ARE NOT** allowed. No tapes, nails, tacks, push pins, tacky tack, stickers, 3M hooks, fog machines, confetti, paint, or powder paint allowed.
- Cooking food on site is not allowed. Warmers and steno are acceptable.
- Liquids (example, juice or punch) of any type which contain red coloring are prohibited.
- Food and drinks must always remain inside in the designated seating / eating area.
- Youth (defined as persons 18 years of age or younger) functions must have at least one adult chaperone for every ten (10) youth. Chaperons must be present for the duration of the function, set up and clean up time included.
- Fire exits are to remain clear & unobstructed.
- Interior furnishings shall remain inside the building. Exterior furniture shall remain outside.
- The use of any flammable material is prohibited in the Discovery Center or surrounding property.
- **The renter is responsible for controlling the actions of guests. If a guest damages / injures an animal, equipment, or facility, the party host will require the guest to immediately leave the rental. If the guest doesn't comply, the entire rental will be terminated with no refund.**

What can I expect:

Two (2) Party Host will be provided to help you and your guest with a smooth transition from each activity area. They will assist with food and drink set-up They are very knowledgeable about our animal ambassadors and can provide fun facts when asked. Your host will encourage guests to engage in the many free play activities in the outdoor play yard. This activity will take 40 minutes – 1 ½ hours depending on the party package you choose.

(IF) you choose the add-on animal encounter/ Nature Center, they will provide a hands-on experience for the birthday child and guest. You will have a photo opportunity while your child holds the special ambassador. Your host will even allow other guest to interact with the chosen animal. The add-on provides 2 animal encounters and takes about 30 minutes to complete. After the animal encounter concludes, 30 minutes will be allowed to freely explore and interact inside the Nature Center Discovery Zone which houses 14 other animal friends and activities.

No matter the party package you choose, during the final 30 minutes your host will gather all your guests for cake and goodies (Renter provided). Once the party is over, leave the clean up to us.

Party Package Includes: \$200 Resident / \$225 Non-Resident

- Indoor meeting space equipped with tables, chairs, and kitchen area.
- Outdoor Play Yard includes many free play activity areas:
 - Blacksmith Shop / General Store
 - Early Settlers Homestead with calf roping, wash tub, cooking ring, teepee
 - Archeological Dig
 - 3 Story Tree House
 - Musical Flowers
 - Tortoise House
 - Goat Barn
 - Box Turtle Hut
 - 2 picnic tables

Add-On Available: \$100 Resident / \$125 Non-Resident

(Both the Animal Encounter and Indoor Nature Center are Included with Add-On)

Animal Encounters Choose 2:

- Box Turtle
- Giant Tortoise
- Goat
- Snake
- Bearded Dragon
- (Additional animals on site however not all to be used for animal encounters ... sugar glider, guinea pig, red eared slider)

Indoor Nature Center Discovery Zone

- Hands on Activities
- Vet Station
- What Do You See with Magnification
- Oversized Floor Puzzles
- Inside Out X-ray Game
- Animal Habitats –Snakes, Sugar Glider, Guinea Pig, Baby Box Turtles, Red Eared Slider, Bearded Dragon