



CHILDREN'S
MUSEUM
— OF VIRGINIA —
PORTSMOUTH

BIRTHDAY PARTY RESERVATION REQUEST FORM.
LET'S GET THIS BIRTHDAY PARTY STARTED!

Please complete and submit this form to begin reserving your birthday party at the museum. We'll contact you by phone after we receive your request. During the call, we'll answer any questions you might have and confirm the date. You'll be asked to make a deposit of \$75 to hold your reservation. We'll mail a confirmation letter to you after we receive your deposit. **Remember**, the earlier you request your birthday party reservation, the better your chances of getting your preferred date.

Group ID Number: _____ (For Museum Use Only)

BIRTHDAY PARTY CONTACT INFORMATION

Name: _____ CMVA Member (Y/N): _____
Address: _____ City: _____
State: _____ Zip: _____ Day Time Phone: _____
Cell Phone: _____ Email Address: _____
Name of Birthday Child: _____ Boy/Girl: _____ Age will be: _____

BIRTHDAY PARTY INFORMATION

Requested Party Date:
Preferred Day: _____ Date: _____ Alternate Day: _____ Date: _____

Requested Party Time:
Tuesday–Saturday (check one) _____ 10:30 am–12:00 pm _____ 12:30 pm–2:00 pm _____ 2:30 pm–4:00 pm
Sunday (check one) _____ 11:30 am–1:00 pm _____ 2:00 pm–3:30 pm

Type of Birthday Party Package:
_____ The Bodacious Birthday Party Package
_____ Trains and Transportation Package (\$50 extra)

continued, next page



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Party Add-ons:

_____ CMVA Party Invitations and Envelopes (15 for \$10)

_____ Birthday Shout-Outs (\$15)

Questions or Comments: _____

INFORMATION FOR CMVA USE ONLY

Reservation Number: _____

Deposit Received: _____

Cancellation Date: _____

Comments:

Date of Confirmation: _____

Date Confirmation Mailed: _____