



BIRTHDAY PARTY RULES 2018/2019

EVENING PROGRAMMES

PROGRAMMES AND DURATION

The evening parties are held on Fridays and Saturdays and they last approximately 3 hours. The party will take place between 8:00 pm and 11:00 pm. The reception of the participants should occur by 7:45 pm.

Night Adventure (7 to 13 years old)

After all the visitors leave, the Pavilion of Knowledge reopens doors just for you! Challenge your friends to an adventure in an area of more than 5000 square meters filled with puzzles: you'll have to ride a suspended bike on a wire six meters high, try a bed with 4000 nails, dive into a ball pool and test your creativity in a jungle of robotics and electronics. Pay close attention: the clock does not stop counting and the hours are passing ...

[maximum 30 children]

Elementary, my dear (10 to 13 years old)

In a periodic table there are clues: clues about elements. But on analyzing them we realize that they lack elements ... They are scattered all around us and their properties allow us to do fantastic things. Is it glowing? Cold to the touch? And why does it disappear?

[maximum 30 children]

DINNER

The party will start with dinner, which should be arranged by the person responsible for the party. **The party does not include the birthday cake.**

The Pavilion of Knowledge - Ciência Viva Centre provides a room for the dinner. However, the disposables (glasses, plates, kitchen cutlery and napkins) must be provided by parents.

It is also up to the person responsible for the party to set the table for dinner and to take care of the room. An explainer will remain in the dinner area to give support.

We ask for the collaboration of the person responsible for the party to ensure that the guests will respect the schedule of the party (start and end times).

INSURANCE

A list should be sent to the Pavilion of Knowledge with the name and age of the party participants, as well as the name and age of the adults who will accompany them. This list should be sent up to 3 working days prior to the event.

HOSTING AND FOLLOW-UP

The minimum number of participants is 10 and the maximum 30 (see the maximum number at each programme). The party is accompanied by explainers of the Pavilion of Knowledge – Ciência Viva Centre, who are responsible for the development and implementation of the activity and guiding the group in the exhibition area. **During the party one adult is required for every 10 children. These support people have free admission.**

The party is intended for children and no more than those adults, required to give support to the group, are allowed in the activities.

The entrance of the group is made by **floor 0** at the entrance to the store. At the end, the participants will be taken to the same area, where they will be cared by the parents of the birthday child. The participants should entry, snack and leave as a group.

We ask for the collaboration of the person responsible for the party to ensure that the guests will respect the schedule of the party (start and end times).

Important: if the established rules are not followed or if there are behaviours considered incorrect by the responsible employees of the Pavilion of Knowledge – Ciência Viva Centre, it may result in the suspension of the birthday party.

PRICES

€200 up to 10 children

€240 for a minimum of 11 and a maximum of 15 children

€290 for a minimum of 16 and a maximum of 20 children

€350 for a minimum of 21 and a maximum of 25 children

€400 for a minimum of 26 and a maximum of 30 children

14€ for each additional child that attends the party and that was not communicated at the booking of the event.

It will always be considered only one birthday child. Thus, for each extra birthday child, it will be added the amount of €50.

Included: chosen programme activity | A small gift for the birthday child.

PAYMENTS

The reservation will require the payment in advance of **€100** and the delivery of the enclosed document duly filled in and signed. This should be made within one week of the booking date, otherwise the reservation will be immediately cancelled.

This payment will only be refunded **if the cancellation of the event is communicated to the Pavilion up to 15 days before the party.**

The amount payable corresponds to the number of children indicated in the party reservation, and no deductions are made for children who do not attend the party. **The payment of the entire amount must be ensured within three working days before the date of the birthday party.**

PAYMENTS METHODS

- Directly at the Pavilion of Knowledge - Ciência Viva Centre (ATM or cash).

- By bank transfer. If the payment is made by bank transfer, it is necessary to send the bank receipt by e-mail reservas@pavconhecimento.pt, together with the operating rules duly filled in and signed.

INVITATIONS

The Pavilion of Knowledge - Ciência Viva Centre has invitations available for printing on its website: <http://www.pavconhecimento.pt/visite-nos/festasde-aniversario/>.

CHANGE REQUESTS

If you want to change the number of guests, you must contact the Pavilion imperatively until the third working day before the party scheduled day. Otherwise, the previously reserved number will be considered. The change must be requested by e-mail after a telephone contact.

INFORMATION AND RESERVATIONS

Monday to Friday, from 9:30 am to 6:30 pm | reservas@pavconhecimento.pt

218 917 104 | 218 917 166