



## **JCAS Birthday Party FAQ's**

### **What is the maximum number of children for a birthday party?**

Our maximum is 14 kids.

If you are expecting more than 14 children to participate in the birthday activity, it will cost \$12 per additional child paid on the day of the party.

If you are expecting more than 18 children, you must notify JCAS 2 weeks prior to your party date so we can hire an additional staff member to facilitate the party for a fee of \$50. (This is in addition to the \$12 per each additional child as stated above.)

### **Do you supply food, drinks and paper goods?**

We supply tables, chairs, and art/science materials. You must provide whatever is needed to serve any food or refreshments you plan to bring.

### **How many staff members are at a birthday party?**

Parties are staffed by one teaching artist and one staff member in the office.

### **Where do people park?**

You may park in Lakeside Park for a \$5 fee. There is 2 hour free street parking on Perkins and Bellevue.

### **Is drop off allowed?**

Please check with the party host.

**How early can we set up?**

Hosts are welcome to set up 30 minutes before the party. If you need additional time we are happy to arrange it.

**How long is the art making portion of the party?**

No matter what art or science theme you choose, you have 1 hour for the activity which will be facilitated by our staff and 1 hour for food - to be set up by host.

**Who is responsible for table cloths?**

Please bring your own tablecloths for food time- we cover the tables with craft paper for the art sessions. We have two 6 ft. tables.

**Can we have decorations or balloons?**

Because we are next to a bird sanctuary, we can only allow balloons inside the building. You are free to bring decorations for the party room.

**Is it possible to get assistance unloading the car?**

Absolutely. We're happy to assist you.

**Where do I find birthday party times and availability?**

Please call our office at 510-839-5777 for availability. Parties are Saturdays or Sundays.

**What themes do you offer?**

Please see our website for a list of themes [www.juniorcenter.org](http://www.juniorcenter.org). We always strive to use the highest quality art materials...

**Can we have a visit with the animals if we are having a different themed party?**

We can add on a visit with one of our reptiles for an additional fee. Party goers are welcome to explore our playroom at no additional cost.

**Can we order food to be delivered or bring in food?**

Folks often bring pizza or have it delivered. Round Table is close by on Grand Avenue. Please note that we have a mini fridge and a freezer where we can

store a few items. We do not have a stove or formal kitchen and cannot heat up food.

### **What is your cancellation policy?**

Birthday party payments are non-refundable. In the event of a cancellation, we will be happy to assist you in finding another date.

### **Yikes will that wash out?**

Maybe. We have aprons and t-shirts available but it's less encumbering for kids to just wear clothes that are ok to get messy. If we are planning a super drippy project or painting with acrylic, we do suggest that kids go grab an apron but we can't guarantee they won't get paint on their clothes. Or shoes. Or in their hair...

With few exceptions, most of the materials we use in the studio are washable. But in our experience, even "washable" paint can have a mind of its own and can stain, depending on the fabric and other factors.

For painting parties, please wear appropriate clothes, party projects are usually planned with only washable art supplies but better safe than sorry!

### **Can you store our artwork?**

If you've booked an art party, all artwork must be taken with you at the end of the party. We cannot store artwork.

### **How do I book my party?**

Please submit a party request form on our website. Our staff will reach out to you to confirm dates, times, and to answer any questions you may have. We will then send you an invoice that must be paid within a week to secure your party.

**Happy Birthday!**