Houston Museum of Natural Science
Birthday Party Booking Packet

This Packet Includes

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We look forward to celebrating with you!

Interested in Membership?

- Any level of membership qualifies for a discount on our classroom birthday parties at HMNS!
- Some party options are exclusive to members or certain levels of membership.
- Additional member benefits to exhibits and events throughout the year, not to mention Summer Camps at HMNS!
- Visit our membership page for more information.
Pre-Planning Party Tips

Your party is not confirmed until the final payment is made up to 2 weeks in advance of your party date, so make sure to complete your booking!
* An email confirmation will be sent once the deposit is received.
* Changes to your party package can be made up to two weeks prior to the date of your party. Reservation Coordinators will be unable to make any changes after that time.

Invite your friends to celebrate with you!
* Let them know how to get to the museum and options for parking here or a route-planning map here.

See below for an image of various parking options in the area.

Finalizing Your Party

There are no refunds on money put toward a birthday party.
* If you need to cancel for any reason, we will put any money you have put down on account to use within the HMNS system for up to a year after cancellation.

Map Labels

A: Hermann Parking Lot
   Free 3-hour parking
B: HMNS Garage
   Paid Parking
C: Centennial Garden Lot
   Free 3-hour parking
D, E, F, G, H: Houston Zoo Lots
   Free 3-hour Parking
Park Plaza Garage
   Paid parking
Museum Medical Tower
   Paid parking
Party Room Set-up:

The Party Rooms

- To acclimate yourself to the party space before you get to your party
  * Photos and specifications of our party spaces are available online or via email.
  * We can arrange a site visit for you in person. However, it must be by appointment only and will be subject to a $200 charge.

- The number of people allowed in your party space is limited by the Harris County fire code regulations.
  * If you are expecting more than your space can accommodate, we will have to limit the attendance for you or move to a larger space as available for a greater fee.

- The party staff will be present and available to help with set-up as well as clean-up for you!

Don’t Forget These Items

- Utensils
- Napkins and plates
- Cake or cupcakes
- Candles
- Face masks for guests
- Drinks (non-alcoholic)
- Gifts for the birthday host!

Leave These Items at Home

- Helium balloons
- Alcoholic beverages
- Heating appliances, such as crockpots or chaffing dishes
- Smash cakes
- Animals that are not certified (or in training) service animals
- Confetti or glitter
- Traditional piñatas, though pull-string piñatas are allowed
- Wall-mounted decorations. Nothing may be taped to any walls.
A designated drop-off area is available for you to meet the party facilitators and hand-off party items.

* For directions to the drop-off point, click 1250 Hermann Dr., Houston, Tx on the day of your party.
* You will be coming in the Loading Dock. There will be a gate. Security will buzz you in, and you can pull up to the drop-off sign. Your party facilitator will meet you there.
* After dropping off items, you can continue to the museum garage to park.

For directions to the museum garage, click 5880 Caroline St., Houston, Tx on the day of your party.

* A map can be found here at label B for the museum garage, or other parking options listed in the area.

Coupons for discounted parking rate in the museum garage will be provided for your guests.

The museum district is very busy on weekends, especially in the afternoons.

Any holiday time will be a challenge for you and your guests to get to the museum district.

Parking at our Sugar Land location is available in the free lot in front of the building.

* For directions, type 131016 University Blvd, Sugar Land, Tx into your GPS system for a guided route on the day of the party.
* Party facilitators will meet you in the lot with a cart to help bring in party items.

For an interactive route map, click here.

Parking Information
Hermann Park

Visit our frequently asked questions or Visit www.hmns.org/birthdays
It’s Party Time!

Party Family Arrival

- Party families are invited to arrive in their party space 30 minutes before the allotted start time of the party to set up.
  - For your convenience, we recommend handing off your items for the party in the designated drop-off area with a party facilitator before you proceed to park.
- Your party facilitator will meet you at the drop-off area with a cart to help carry your items to the party space.
  - For directions to the drop-off point, click [1250 Hermann Dr., Houston, Tx](#) on the day of your party.
- Parking as available is recommended in our museum garage, labeled B on [this map](#).
- Your party facilitator will take you directly to your party space after parking, or you can follow the color-coded dinosaur footprints from the front entrance of the exhibit halls.
- Once inside the party space, please take a minute to discuss party details with your facilitator.
  - They want to discuss any concerns or ideas you have with you to make your party the best it can be!

Guest Arrival

- Parking in the museum garage as available is highly recommended.
  - For more information about alternative parking options, click [here](#).
- Guests will arrive through the main entrance at the museum and proceed directly to the party space.
  - No extra tickets or box office stops needed.
- At the main entrance to the exhibits, they will be directed to the color-coded dinosaur footprints that will guide them to their party space.
- Guests will be given access to the [permanent exhibit halls](#).
- Coupons for discounted parking will be provided for guests’ cars in the museum parking garage.
Party Timeline

Your party’s schedule can be more flexible or more structured based on the arrival times and needs of your party goers.

All parties will include the following:
- Time to gather your guests and visit at the beginning of the party
- Activity
- Tour or planetarium show
- Photo op with a great museum background to remember the special day!
- Any upgrades you have included
- Time for food/cake
- Clean-up by museum staff towards the end of your allotted party time

Reminder: you are allowed to arrive 30 minutes before the allotted start time of your party to set up!

Post-Party Information

Visit the Exhibits!

You and your guests are invited to walk through the museum permanent exhibit halls.
- Stickers will be handed out to each guest before the party ends that will act as your ticket for the day of the party.
- Please note: 3 – 5pm party guests have the option to visit the exhibit halls before the party starts as there may not be time after the party ends.

Survey

A survey will be sent to you within 3 business days of your party
- If you would be willing to give 5 minutes of your time, it would help us continue to make our program better.

Questions?

- Can I visit the museum before/after my party?
  * Yes! The price of your party includes admission to the permanent exhibit halls on the day of your party—a value of $300 - $750 depending on the size of your party.
- Are special exhibits included in the admission for my party?
  * No, but it you or your guests would like to visit those exhibits, tickets may be purchased at the box office.
- Do you provide a refrigerator/freezer for my party food?
  * We have limited space available for refrigerating/freezing food. It is recommended that you bring coolers for your food.
- Do my guests need proof to get access to my party?
  * They need only give the party name at the main entrance
- Don’t see what you’re looking for?
  * More questions can be found here.