



Birthday Party Reservation REQUEST FORM

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 non-refundable deposit to hold your reservation. You'll receive a confirmation letter by email after we receive your deposit. ***Please remember, the earlier you request your birthday party reservation, the better your chances of getting your preferred date.***

FOR MUSEUM USE
ONLY

Order Number:

Birthday Party Contact Information

Name

Address

City

State

Zip

Phone

Email Address

Portsmouth Museums
Member?

Yes No

Member Number

All Museum members receive a \$30 discount on Birthday Party Packages!

Name of Birthday Child

Age

Gender of Gift

Birthday Party Information

Requested Party Date

Preferred Day

Date

Alternate Day

Date

Birthday Party Package:

- Bodacious Birthday Party for up to 24 people*
- I will have additional guests: \$10 per person, up to 36 guests.

*Host family and all guests (infant, children & adult) are included in count.

Requested Party Time:

Saturday (check one)

9:30AM-11:45AM

1:45PM-4:00PM

Sunday (check one)

9:30AM-11:45AM

1:45PM-4:00PM

Birthday Party Information (Continued)

Questions or Comments

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Reservation Number

Deposit Received

Cancellation Date

Questions or Comments

Date of Confirmation

Date Confirmation Emailed/Mailed