

# Dundee Science Centre Birthday Parties

## Terms and Conditions



Please see below for the full list of Terms and Conditions associated with our Birthday Party offering.

### What to expect:

Please aim to arrive at Dundee Science Centre 15 minutes before the start of your party to ensure that your group are ready. Please also encourage your guest to be punctual, as we cannot extend the party beyond the allotted session time if anyone arrives late.

### What's included?

- A workshop of your choice.
- Party food (see detail below).
- Time to explore our exhibition floor with your very own dedicated Science Communicator. (Access is only during the designated party time).

### Additional Guests

- Guests aged 1+ entering the exhibition floor will incur an entry fee. (Infants aged 1-2 charged at £4.50 and Children aged 3-15 at £5.50 - workshop and party food not included).
- To participate in the party, they will be charged the standard party fee.

### Birthday Cake

- You are welcome to bring a cake. We can serve it after the party food. We can provide candles, or you are welcome to bring your own, however, please avoid using a fountain or sparkler candles as they may trigger the fire alarm.

### Capacity

- Parties accommodate 10 to 20 children.
- A maximum of 4 adults can accompany the children in the party room and onto the exhibition floor. Additional adults can purchase exhibition entry for £6.95 (subject to availability).
- If you need arrangements for groups smaller or larger than this, please contact us for review on a case-by-case basis.

### Payment

- Full payment is required on booking.
- If you need to make any changes to your booking, please contact Dundee Science Centre at [staff@dundeesciencecentre.org.uk](mailto:staff@dundeesciencecentre.org.uk) no later than **4 days before your party** to confirm any amendments (this includes party numbers or dietary requirements.)

## **Cancellation Policy**

### **By Dundee Science Centre**

- Parties may be cancelled if terms are breached. Charges may apply up to the full party cost.

### **By the Booker**

- The party booker reserves the right to cancel the booking at any time during the booking process. However, bookings that are cancelled within the 2-week window of the party date will incur some cancellation fees. If you decide to cancel your party between 2 weeks and 48 hours in advance of your party date, then you will incur a 50% party cost.
- Cancellations made less than 48 hours of the party, will incur 100% of the total party cost. If the decision to cancel the party is due to exceptional circumstances such as extreme weather, severe illness or bereavement, DSC will review its cancellation policy and where possible will attempt to rearrange the party for another date or offer a full or partial refund.

## **Catering**

### **Menu**

- Food includes sandwiches (ham or cheese), mini sausage rolls, fruit and marshmallow kebabs, crisps and party ring biscuits with jugs of juice.

### **Options**

- Ice cream pots are available for an additional cost.

### **Dietary Needs**

- Notify us of any dietary requirements at least **4 days** prior to the party.

### **Supervision and Behaviour**

- You are responsible for supervising children in your group at all times.
- Severe disruptions may result in the group being asked to leave without refunds.
- Damages caused by the group will be charged to the party booker.

## **Science Communicators**

- Our Science Communicators are on-site to support your experience. They will wear branded uniforms and are available for assistance but are not responsible for leading or supervising your group.

### **Feedback**

- We value your feedback! Share your special moments by tagging us on social media or contact us at [staff@dundeesciencecentre.org.uk](mailto:staff@dundeesciencecentre.org.uk). If you encounter any issues on the day, please speak with our Visitor Experience Leader for assistance.

Thank you for choosing Dundee Science Centre for your celebration. We look forward to hosting your memorable day!