



Birthday Parties and Celebrations at the Wheel and Cog Children's Museum of Hutchinson

Information for Party Hosts and Guests

Planning the party typically, we suggest about 2 hours for a birthday party. The use of the private space will be available for 2.5 hours total (including set up and take down), during your party. Therefore, when setting the start time for the party, please keep this in mind.

Please include the address of the Museum and invitations and share information about the Museum's location and available parking with invited guests before the day of the party.

The Museum's address is:
1060 MN-15
Hutchinson, MN 55350

Parking

Parking is available in the Hutchinson Mall parking lot off of MN-15 during the party for no charge. We do have a backdoor entrance for the host(s) to bring in/out party items needed

Arrival at the Museum

As a party host, you are welcome to come to the Museum on the day of the party up to 15 minutes before the scheduled start time of the party to set up and greet party guests. Please anticipate starting cleanup 15 minutes prior to end time.

Party guests should enter the museum through the main entrance (which faces the parking lot).

Presents and Personal Belongings

Any presents or personal belongings that are brought into the museum for the party must be taken out of the museum at the end of the party. The Museum is not responsible for any damage to Museum for personal property caused by the party host or party guests. The Museum is not responsible for any lost or stolen items.

Decor

You are welcome to bring tabletop decorations and party favors to be displayed/used during the celebration activities.

Birthday Parties -

Birthday parties include all adults and children over 1 year of age. Memberships may not be applied to cover expenses of party guests that may also be a museum members; however, members booking birthday parties receive a discounted rate.

To reserve a date for a birthday party, the request form must be completed and returned. The museum staff will confirm the date and time based on availability. Parties can be scheduled both during open hours, and after hours, when available.



Birthday Party:

- Use of private area for 2.5 hours including set up and take down. Includes tables and chairs. Unlimited exploration of all museum exhibit areas before/after use of birthday party area.

Birthday Party Package Pricing:

Weekdays (Monday-Thursday): 10 guests: members \$100/non-members \$125

Ratio of 1 adult per 5 children.

Additional guests (\$4/individual over 1 year)

Weekends: (Friday-Sunday): 10 guests: members \$125/non-member \$150

Ratio of 1 adult per 5 children.

Bathrooms:

Party guests will be expected to utilize the restrooms in the mall.

For more information or to book your party, call us at (320) 582-1904 or contact manager@wheelandcog.com.