

**We encourage you to visit
our facility to make sure it
meets your needs!**



The Environmental Center is an especially great place to host your child's next birthday celebration. The atmosphere is full of adventure, and there is always something new to learn and fun to do when you visit. We welcome you and your family to our Essex County backyard.

Joseph N. DiVincenzo, Jr.
Essex County Executive



Birthday Parties



**To book your Nature
Birthday Party
call the Center at
973-228-8776 or
email David**

dalexander@parks.essexcountynj.org

The Essex County Environmental Center is a local wooded wetland habitat with access to the upper Passaic River. It is an interesting and affordable site for school groups, scouts, and others to take a naturalist-led field trip. Save gas, stay local and explore nature in your own Essex "backyard!"

Cancellations must be made in writing two business days prior to your visit date to avoid being billed the full fee.

Essex County Environmental Center

621 B Eagle Rock Avenue
Roseland, NJ 07068

973.228.8776

Joseph N. DiVincenzo Jr.
*Essex County Executive &
The Board of County Commissioners*



~Putting

Essex County First~

Happy Birthday!

Choose the following topic for age 3:

- ◆ **Nature Stroll:** Search the trails, forest, pond and sky with a naturalist guide (45 minutes, max of 12 children).

Choose one of the following topics for age 4+

- ◆ **Fossil Dig:** Become a paleontologist and explore buried fossils and artifacts from the past with a 'dig' and make your own fossil.
- ◆ **Creature Feature:** Choose "Birds," "Insects" or "Frogs" and discover what makes them unique.
- ◆ **Micro-Adventures:** Get a closer look at what lives at the Center. Use microscopes, hand lenses and binoculars to uncover hidden treasures!
- ◆ **Nature Scavenger Hunt:** Search and discover leaves, seeds, tracks, and creatures. Each season promises a fun adventure.
- ◆ **Lenape Life:** Explore how the Lenape hunted, fished, foraged and farmed using sticks, stones and bones. Make and take a clay pot craft.
- ◆ **Campfire Party:** Build a campfire and make S'mores! ***Ages 7 and up only. Max of 20 kids. Waivers required. *S'mores & hot cocoa included for \$5 per child additional fee.**

Birthday Party Fee Ordinance

\$350

Additional Fees

- \$5 per child additional fee for Special "Theme" Request
- \$5 additional per child fee for 21-24 participants (only for parties ages 4 and up)
- \$50 per hour for After Hours Building Attendant

Sample Party Agenda

Saturday, 10:30am to 1:30pm

Total 3-hour room rental

Guests participate 2-hours

10:30-11:00.....Set up
11:00Children arrive
11:00-12:00Nature Program
12:00-1:00Food, cake, presents
1:00.....Children depart
1:00-1:30Clean up

Please arrange for parents to drop off and pick up children promptly.

Party Details

- ◆ For parties of children age 3 there is a maximum of 12 children and a minimum of 6 adult chaperones.
- ◆ For parties of children age 4 and up there is a maximum of 20 children and a minimum of 2 adult chaperones.
- ◆ All programs include a nature walk, so please make sure that guests come dressed to be outdoors. Be prepared for wet/muddy conditions, apply bug repellent, if preferred.
- ◆ In case of rain, indoor nature activities are substituted for outdoor activities.
- ◆ County Park rules prohibit Piñatas & Balloons
- ◆ Parties held outside our general operating hours of M-F 9-5pm or Saturday 10-2 incur a \$50 per hour building attendant fee.

We Provide:

- ◇ One-hour nature program
- ◇ Classroom space, tables, chairs
- ◇ Kitchen space with sink, microwave, fridge, freezer

You Provide:

- ◇ Food, drinks, and ice
- ◇ Tablecloths, napkins, cups, plates and utensils (consider compostable / paper party packs)
- ◇ Decorations~ and party favors (items cannot be taped to the walls)
- ◇ Supervision of your guests
- ◇ Set up and cleanup

Reservation and Payment Information

1. Contact the Environmental Center to request a party date. *Without a deposit, dates will be held for 5 business days and then removed from the calendar.*
2. Review and completely fill out the Essex County Environmental Center Rental Agreement including the Room Rental Form and Liability Waiver.
3. *Return the completed Rental Agreement along with a non-refundable \$50.00 deposit.* You may pay by cash, credit card, check or money order made out to "Essex County Parks System." Upon receipt, you will be sent a letter confirming the date and program. *The balance must be paid before or at the time of the party.*
4. Cancellations must be made in writing two business days prior to your visit date to avoid being billed the full fee.

Liability

Renter/Sponsor assumes full responsibility for the behavior and conduct of all party/program package guests/participants at the Essex County Environmental Center (hereinafter "Center"). Renter/Sponsor assumes full legal liability for any and all personal injury, including death, to his or her guests/participants and for any and all property damage directly or indirectly associated with the actions or activities of the guests/participants. Non-compliance by any guests/participants with any policies, terms and conditions of the Center or verbal directions/instructions from Center staff may result in the termination of the party/program package at any time, without a refund. The Center assumes no responsibility for damage to, loss or theft of personal items or possessions brought onto, stored or left on the premises.

