

**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](mailto: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!"

## 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 (max of 12 children).

Choose one of the following topics for age 4+

- ◆ **Nature Scavenger Hunt:** Explore our trail with a naturalist. Each season promises a fun adventure!
- ◆ **Creature Feature:** Choose “Birds,” “Insects” or “Frogs” and discover what makes them unique.
- ◆ **Lenape Life:** Explore how the Lenape hunted, fished, foraged and farmed using sticks, stones and bones. Make and take a clay pot craft.
- ◆ **Fossil Dig:** Become a paleontologist and explore buried fossils and artifacts from the past with a ‘dig’ and make your own fossil. **Includes \$2 craft material fee.**
- ◆ **Campfire Party:** Build a campfire and make S’mores! **\*Ages 7 and up only. Maximum of 20 participating children. Waivers required. \*S’mores & hot cocoa includes \$5 per child additional fee.**

## Birthday Party Fee Ordinance

# \$350

### ***Additional Fees May Apply***

\$5 additional per child fee for 21-25 participants (only for ages 4 and up). Absolute maximum 25.

\$50 per hour for After Hours Building Attendant

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

## **Sample Party Agenda**

Saturday, 10:30am to 1:30pm

**Total 3-hour room rental**

**Guests participate 2-hours**

10:30-11:00.....Set up  
11:00 .....Children arrive  
11:00-12:00 .....Nature Program  
12:00-1:00 .....Food, cake, presents  
1:00.....Children depart  
1:00-1:30 .....Clean 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 participating children and a minimum of 6 adult chaperones.
- ◆ For parties of children age 4 and up we encourage a limit of 20 participating children and a minimum of 2 adult chaperones but allow up to 25 with a \$5 additional per child fee for 21-25 (only for parties ages 4 and up).
- ◆ All programs include a nature walk, so please make sure that guests come dressed to be outdoors. Be prepared for hot/cold/wet/muddy conditions, apply bug repellent, if preferred.
- ◆ In case of rain or severe cold, 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 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
- ◆ 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.”*
4. *The balance must be paid before or at the time of the party.*
5. 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.

