

FAMILY SCIENCE NIGHT OBLIGATIONS 2023 – 2024

When submitting the Family Science Night Application, you indicate that the obligations have been read and agreed to by the school.



General Obligations

I understand that Family Science Nights are only scheduled on Tuesdays and Thursdays from September through April.

I agree to provide a minimum of 8-weeks notice prior to cancelling or requesting to reschedule and understand that not all requests to reschedule an event can be accommodated.

I agree to market the Family Science Night program through one or more communications avenues with multiple posts starting 60 days prior to your event. The Children's Science Center Lab will provide marketing materials to assist with communications efforts.

I agree to complete a post-event survey.

I consent to allow the Children's Science Center Lab to take photos and/or video of my event, while respecting those individuals who do not wish to have their likeness recorded.

Family Science Night

I agree to pay a flat fee of \$950 to accommodate up to 350 visitors. A deposit of \$150 is due by June 2, 2023. The balance is payable prior to the event date. Certain schools will be identified, through the application, as meeting the criteria for receiving a Family Science Night at no cost. These schools, if selected, will be notified with their selection.

I understand that Family Science Nights are conducted from 6:00 pm to 7:30 pm.

I agree to provide the Children's Science Center Lab access to the event space at 4:30 pm and that the space will be available for use until 8:00 pm.

I agree to provide 12 free-standing, 6-foot rectangular tables set up and ready at 4:30 pm. I understand that cafeteria tables with attached seating and round tables are not permissible.

I agree to provide a minimum of 18 adult volunteers in a single shift to support the event between the hours of 5:15 pm to 7:45 pm. Adult volunteers are considered 16 years or older. Due to liability restrictions, any volunteers younger than this minimum age requirement are not considered part of the minimum 18 volunteers requested and will not be assigned to an activity.

I understand that my volunteers must be on-site from 5:15 to 7:45 pm on the day of my scheduled event, and that splitting shifts between multiple groups of volunteers is disruptive to my event's logistics and will not be permitted.

I agree to provide volunteer contact information (names and email addresses) to the Children's Science Center Lab NO LATER THAN 1 WEEK in advance of my scheduled event in order to ensure that each volunteer receives an activity assignment and volunteer instruction packet in a timely manner. I agree not to make changes to these assignments without consulting the Children's Science Center Lab first.

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I understand that our school's volunteers must prepare in advance for the event by thoroughly reading the materials provided for their assigned activity and should address any questions to the Family Science Night team well in advance of the event date as on-site training will not be readily available. I agree to reach out to the Family Science Night team in a timely fashion should assistance be needed in preparing volunteers in advance of the event. Instructional materials are Children's Science Center Lab proprietary and confidential information.

I agree not to permit food or beverages other than bottled water in the same room as the activities in order to prevent damage to the Children's Science Center Lab's materials and property.