

# HOUSTON ZOO BIRTHDAY PARTIES- FACILITY RENTAL AGREEMENT

## Rental & Venue Information

- The \$750 package includes:**
  - The Rental of the Red Pavilion for three hours: Mornings from 9:30AM – 12:30PM or afternoons from 1:30PM – 4:30PM.
  - The following are provided and must remain in the pavilion at all times: Seven (7) 60-inch round tables with vinyl covers, seven (7) chairs per table, and two (2) 6-foot buffet tables for food and gifts.
  - Twenty-five (25) Birthday Party Passes, each including 1 Giraffe Feeding ticket, Unlimited Carousel rides, and 1 conservation bracelet. Tickets are valid for adults and/or children. Infants two (2) and under are free and do not require an admission ticket. Birthday Parties are for children up to 12 years old.
    - Additional Birthday Party Passes may be purchased for \$25 each by contacting [birthdayparties@houstonzoo.org](mailto:birthdayparties@houstonzoo.org)
- Maximum capacity is 50 guests.** Occupancy over the 50-person capacity is in violation of the fire code. Exceeding capacity may result in removal by the fire marshal or security and forfeiture of payments.
- Birthday Party rental and passes are non-refundable and non-transferable.** The full payment is due at the time of booking to reserve the pavilion space and time. Additional Birthday Party Passes must be purchased no later than seven (7) days prior to the reservation. Only Credit Card payments are accepted.
- Décor is permitted. **Banners may only be hung by pushpins in the cork board.** Adhesive materials are not allowed on Pavilion walls or table covers. Removable adhesive may be used on windows only.
- Entertainment: To comply with legal requirements, outside vendors are **not allowed** on grounds.
- For the protection of our animals, the following items are not allowed on Zoo Grounds:  
**Balloons, inflatables, radios/speakers, glass containers, alcohol, plastic straws, whistles, streamers, balls, frisbees, confetti, glitter, string-in-a-can or silly string, piñatas, live animals, electric toys, chalk, bicycles, scooters, or other toys on wheels.** (This excludes strollers, wagons, and rolling coolers), non-standard birthday party candles (*no sparks/sparklers, spinning candles, or relighting candles*).
- The Houston Zoo retains the right to prohibit items that are deemed unsafe or disruptive to our animals and guests. For more details on Zoo Rules, please visit the [Guest Services and Rules](https://www.houstonzoo.org/plan-your-visit/guest-services/) page of our website (<https://www.houstonzoo.org/plan-your-visit/guest-services/>). To confirm if an item will be allowed on Zoo grounds, please contact us in advance via email - [birthdayparties@houstonzoo.org](mailto:birthdayparties@houstonzoo.org).
- The Houston Zoo is a rain-or-shine venue. In the event the Zoo is closed due to extreme weather, your party will be rescheduled at no charge. For any other exceptions, please contact Birthday Parties ([birthdayparties@houstonzoo.org](mailto:birthdayparties@houstonzoo.org)) as soon as possible to reschedule. All reschedules are subject to availability and a \$200 rescheduling fee.

## Parking Information

- The Zoo entrance is at 6200 Hermann Park Drive, Parking Lot G, Gate 10. This is the only entrance.
- Please note that parking is limited at Hermann Park. During peak times, law enforcement may limit access to Hermann Park Drive. It is strongly encouraged that the party host(s) distribute alternative parking information to guests and allow ample time for arrival to enjoy your visit and party fully. Please ensure that arrangements are made for the party and guests to arrive early.
- Visit [houstonzoo.org](https://www.houstonzoo.org) and click on “Plan Your Visit” near the top then select “Directions & Parking” for suggestions. <https://www.houstonzoo.org/plan-your-visit/directions-parking/>

## Arrival and Departure Information

- Guests are responsible for all items that are brought onto Zoo grounds. Guests must transport their items to and from the pavilion.
- We suggest bringing a wagon or renting a wagon. Wagons are available for rent near the Main entrances for a fee. Wagon rentals are based on availability.
- Guests may only use the pavilion during their 3-hour rental time. A staff member will unlock the pavilion for you at your

reserved time. Guests must vacate the pavilion, including removal of all personal belongings, by the end of their rental time. Any items left behind will be discarded. Set up and breakdown time is included in the rental time frame. We are unable to accommodate extensions. Rangers will promptly escort out parties exceeding the 3-hour time frame.

4. Birthday Party Passes are valid for any time on the date of reservation. Giraffe Feedings are scheduled daily at 11:00 AM and 2:00 PM and are dependent on the weather and Giraffes' participation.

### **Food Information**

1. The Houston Zoo does NOT allow full-service outside catering companies on grounds. Guests are welcome to bring outside food and drink or take advantage of the online ordering at [Cypress Circle Café](#).
2. Please note, Cypress Circle Café does not offer table reservations at the restaurant or food service delivery to the Red Pavilion.
3. Any deliveries must be picked up outside Zoo gates or off Zoo grounds.
4. Food requiring on-site preparation is NOT permitted. No chaffing dishes, hot plates, or crockpots may be used on Zoo grounds.
5. Guests are responsible for transporting any food, beverages, and/or cake for their party.
6. Guests are responsible for providing all utensils and cutlery including knives, plates, forks, napkins, and cups. Guests may not bring: Glass containers, alcoholic beverages, and plastic straws.
7. Standard birthday candles for cake are permitted (*no sparks/sparklers, spinning candles, or relighting candles*). Please ensure any lit candles are monitored at all times. The Houston Zoo is unable to provide lighters or matches.
8. The Houston Zoo is unable to provide ice or other miscellaneous items.
9. Storage or refrigeration is unavailable for food or other party items.

### **Additional Terms and Conditions**

1. Any damages made to Houston Zoo property due to the violation of our facility agreement will result in a \$100 fine, plus the cost of necessary repairs.
2. Please refrain from feeding the animals. This includes all wild species found on Zoo grounds.
3. All events at the Houston Zoo, including Birthday Parties, take place regardless of weather conditions. Our Birthday Parties occur rain or shine.

**By purchasing the package, I acknowledge that I have read and will abide by this agreement.**