

# Information

## Birthday Parties

Thank you for choosing the National Gallery of Canada and the Canadian Museum of Contemporary Photography as your child's birthday party venue. Please read the following guidelines to ensure that you and your guests have the best time possible.

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### Duration of Party:

- The Birthday party format is as follows: 2.5 hours total: 1 hour in galleries, 1 hour in studio, 1/2 hour for party celebration.

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### Materials provided:

- Party decorations including colourful streamers, colourful table cloths and balloons.
- Plates, utensils, cake knife, candles, matches and juice.
- Workshop materials.
- Tables and cart to hold presents.
- Loot bags

### Cake:

- You are permitted to bring a cake. Other food items are not allowed in the studio.

### Clothing:

- Since the activities will be taking place in the studio, participants are encouraged to wear comfortable clothing.

### Meeting place before and after the program:

- You and your guests should come to the main entrance of the museum where you will be subsequently directed either to the studio (NGC) or the auditorium (CMCP).
- Parents who are picking up their children should come to the Tour group lobby (NGC), or the main entrance (CMCP).

### Don't forget:

- The workshop must finish at the expected time as the space has to be emptied in order to prepare for other programming.
- You and your guests are welcome to stay at the Gallery as long as you wish after your party, until the Museum closes.

### Gallery Rules:

- This is a reminder that the Gallery is a public space while your party is occurring and that the gallery rules also apply to your program. Children should not be running, pushing or speaking at a level that disturbs other visitors.
- Please ensure that your guests do not touch the gallery works of art. In order to avoid accidents, we ask that there be no leaning against walls, displays or showcases.
- To ensure the security of our guests and adequate supervision, we ask that there be a chaperone for every five children. For example, if you bring 15 children, there must be 3 adult chaperones who accompany the group. The chaperones have the responsibility of supervising the children throughout the program.
- Food, drinks and gum are not permitted in the gallery spaces.

### Parking:

- There is paid parking underground the Gallery or at the Château Laurier next to CMCP. These costs are not included in the program.

### Photography:

- At the National Gallery of Canada, photographs are permitted everywhere except in the Canadian galleries and the special exhibitions. At the Canadian Museum of Contemporary Photography, photography and videos are not permitted in the gallery spaces but can be taken in the entrance hall as well as the auditorium.