



Lefferts Historic House Party Contract

The Lefferts Historic House in Prospect Park is one of the few surviving Dutch Colonial farmhouses in Brooklyn. Built by a prominent 18th century Flatbush landowner, it was donated to New York City in 1918. Today it is operated by the Prospect Park Alliance. It is a family-oriented museum whose theme is the relationship of people to the Brooklyn landscape over the last 300 years.

The two hour rental at Lefferts is an outdoor party led by museum education staff. Parties are held weekend mornings in April through October. Two 6 ft. tables and benches are set up for your convenience. Parties begin with one-hour of structured activities led by museum staff. (Please choose from the enclosed activities menu). During the second hour you may serve your own refreshments and birthday cake (bring tablecloth, utensils and paper goods) and informally explore the Museum and yard. In case of rain, the party will be held inside or on the porch and back-up activities will be available. Please be aware that candles may not be lit indoors. After the party, the renter will receive 25 tickets for the Carousel. The Carousel is located just across the path from Lefferts Historic House and opens at noon so it's a great way to end your party.

Operating Rules

Time of Event: You may arrive at Lefferts at 9:30 to set up for your party. The party will begin at 10:00 am and end at 12:00 pm. During those two hours the Lefferts staff will run the birthday party activities. At 12:00 pm the museum and museum yard opens to the public.

Party Guests: A ratio of 1 adult per 4 children is required at Lefferts. For your party, Lefferts can accommodate up to **25 children plus caregivers and adult guests, for a total of no more than 35 people**. Adults should supervise children at all times while at Lefferts.

Food & Drink: Food and drink, including birthday cake, is not allowed inside the house. In case of bad weather, we will allow food and cake in one room of the house. Please bring your own plates, utensils, cups, and napkins. Please note that you are responsible for cleaning up your food and beverages at the end of the party.

Bathrooms: Please note that there are no bathrooms within the Lefferts Historic House. The Willink Comfort Station is located nearby, just past the carousel. An adult should accompany children to the Willink Comfort Station.

Cancellation Policy: In the event of cancellation by the renter, you must notify us by 10:00 am on the Thursday before the party date by calling Lefferts staff at (718) 789-2822 x 302. At some time during the following week, the renter must contact the Rental and Event Planning Office at (646)393-9031 x 2 to select a new date.

Location and Directions: The main entrance to Lefferts Historic House grounds is inside the park adjacent to the Prospect Park Carousel. For your event the group entrance will also be opened at 452 Flatbush Avenue, right next to the Prospect Park Zoo and north of Empire Boulevard. There is street parking on Flatbush. Weekends the Q & S trains stop at the near-by Prospect Park station on Flatbush at Empire Blvd & Ocean Ave. The B-16, B-41, B-43, B-48 buses also stop there. *On the day of event you can reach Lefferts staff by calling 347-992-4732*

Payment Procedure: The check or money order must be received 3 weeks prior to the party to guarantee the reservation. Please mail the check or money order to: Prospect Park Alliance, Visitor Services, Prospect Park Alliance, 95 Prospect Park West, Brooklyn, New York 11215

Additional Information:

As of May 23, 2011 smoking is prohibited within NYC's parks.

RENTAL FEES:	Prospect Park Alliance member \$100.00 level or above	\$275.00
	Non-member	\$300.00

Lefferts Historic House Party Activities

Please return this activities page with the attached contract page.

Parent Name(s): _____ **Date of Event:** _____
Address: _____
Birthday Child's Name: _____ **Age that he/she is turning:** _____
Contact Phone Number for Parent: _____
Signature: _____

Warm-Up

Sidewalk art with sidewalk chalk

Main Activities (mark your 1st and 2nd choice in the appropriate age group)

All Ages:

- Outdoor races and games – using wooden stilts, potato sacks, water buckets, etc.
- Toy making – ball and cup, spoon doll, rafts to float on water in wheelbarrow, pin wheels, felt balls.
- Scavenger Hunt – search the yard for hidden historic games, tools, and toys

For 5/6s and younger:

- Glue Quilting – create quilts using glue and fabric squares
- Paper Bag Puppets – natural materials collected to make paper bag puppets

For 6/7s and up only:

- Weaving
- Candle making
- Indoor dice games – play games from 17th and 18th century

For 7/8s and up only:

- Corn husk dolls
- Quilting – sew with needle and thread

Additional Activities (mark two choices in the appropriate age group)

All Ages:

- Dress-up with 19th century costumes
- Butter Making
- Herb Harvest (seasonal)
- Birthday book of guest hand prints
- Hoop and ring games
- Watering and weeding potato plot or other seasonal farm work
- Spreading wood chips with wheelbarrows & shovels
- Hopscotch

For 6/7s and up only:

- Quill Pen and Ink
- Indoor board games (from 19th century)

For 7/8s and up only:

- Scharen-Knippen (paper cut-out) headbands

Option

Ice Cream. We offer making a half gallon of vanilla ice cream in a wooden hand-operated freezer.

This requires non-stop hand cranking for 20 minutes or more and is a good activity for adults or children eight and older.. But all kids can help, and everyone gets a share when it's ready. Our homemade recipe does not contain eggs, only milk, cream, sugar and vanilla. Freezer uses salt and ice. We supply all materials, you supply labor.