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**Your Child’s Birthday “Pawty” at AWLA**

The Animal Welfare League would be delighted host your child’s next birthday party! Pawties are presented by a League representative and recommended for children ages 5 through 13 years, are a fun way to introduce your child to the League and the work that we do here and in the community. Older children, adults, and groups are welcome to book pawties too.

Pawties last approximately two hours and can be booked Wednesday or Thursday evenings, for a two- hour window between 1:30 p.m. and 6:30 p.m. Pawties are usually booked one to two months in advance. We regret that we are only able to offer pawties on days mentioned above. Pawties are never scheduled during the month of July due to our summer camp activities*. Due to an ongoing shelter project in 2014, pawties will not be scheduled during the months of January-May, 2014.*

Pawty fees are $200 for a maximum of 15 children (including the birthday child). Payment must be received two weeks prior to the event. **Alcohol is not permitted at our pawties.** There is a $25 cancellation fee. We ask that one adult be present for every five children. Tipping is not permitted but donations to the Bob Ragan humane education fund or general fund are welcome.

**Pawty Fees include:**

* A tour of the League and the use of the pawty room for 2 hours.
* The League puts up personalized directional signs in the name of the birthday child and provides a small gift for the birthday child.
* Each pawty can also include time for cake, gifts, or other games provided by the host (please let us know your pawty preferences).
* The shelter is responsible for pawty clean up

***Optional Pawty Activities(by request):***

* + - * An an optional cat/dog cupcake decorating activity (host/parent provides cupcakes and all supplies).
			* An animal origami activity (supplies provided by the League).

**Pawty parent/host responsibilities:**

All pawty attendees should have controllable allergies to pets. Please contact our staff if you have concerns about such allergies. The pawty host is responsible for looking into any food allergies for pawty attendees and taking precautions for all attendees as necessary.

Please remember to bring food, drinks, cake and candles, matches, cups, napkins, plates, utensils and any other items that you will need. Also, if the group wants to do a game or an activity, please remember all necessary game/activity supplies. Food may be delivered to the shelter (but please note that the pawty room does not have a refrigerator or microwave).

Pawty host/parent is responsible for helping to enforce shelter/tour rules during the tour portion of the pawty (please see the last page of this print-out for a list of shelter tour rules).

Sometimes the pawty parent/ host has the pawty attendees bring donation items for the shelter in addition to or instead of birthday gifts. The shelter wishlist can be found here: <http://www.awla.org/wp-content/uploads/2013/03/Wish-List-Brochure.pdf>

Pawty parent/host must pay in full 2 weeks prior to pawty date. There is a $25 cancellation fee. *In the event of inclement weather when the shelter must close unexpectedly, pawties will be refunded or rescheduled at a later date on a Weds or Thurs.*

**How to book your Pawty:**

For more information or to book your pawty, please contact Jennifer at jpickar@awla.org or (703) 931-9241, ext. 213.

Due to the popularity of our pawties, you should have several dates in mind when you are contacting us to schedule. Pawties are never scheduled during the month of July due to our summer camp activities. *NOTE: Due to an ongoing shelter project in 2014, Pawties will not be scheduled during the months of January-May, 2014.*

**Shelter Tour/Visit Rules**

For the safety of our students and for the safety of our animals, the below rules must be conveyed to the group and followed by all members, including teachers, parents, etc. The rules will be reviewed before a tour begins and the pawty host and participating parents should help enforce these rules.

* Use indoor voices at all times.
* Raise your hand if you have a question
* Do not put your fingers in the cages or touch anything
* Tour members should move aside when staff members, volunteers, or members of the public are passing your group with an animal.
* Do not attempt to pet an animal unless the tour leader has given you permission.
* When visiting with an animal, take turns and keep quiet so that the animal is not frightened.
* Sanitize hands whenever you are instructed to do so.
* Don’t put your faces too close to the animal cages.
* Report any scratch or bite to the tour leader immediately.
* Listen to learn about the League and ask questions to learn even more!

***Optional Cupcake Activity Supplies Needed:***

**For cat cupcakes you will need:**

Iced cupcakes (at least 1 per child)

Hershey’s kisses

M&M’s

Gumdrops

Twizzlers **Pull and Peel Variety ONLY**(These will be the cat whiskers)

Any other decorations you would like

**For dog cupcakes you will need:**

Iced cupcakes (at least 1 per child)

Hershey bars (full sized- each little rectangle is an ear)

M&M’s

Gumdrops

Twizzlers **Pull and Peel Variety ONLY**

Any other decorations you would like