



The Overnight F.A.Q.

The Check-In Process and Time Frame

Everyone who attends an overnight needs to check in at will call at the South Entrance of the Museum. This door is open until 8pm. Families who have pre-registered by phone or online will be listed on our roster and will need to give the name under which the reservation was made. Participants who registered online may receive paper tickets by mail, these are not needed at check-in, and people with those tickets will still need to check-in at will call.

Premium Package guests will be directed to queue up in the line marked "Premium Package". An overnight staff person will check you in and direct you to your sleeping area.

For groups, only the Group Leader listed with the museum on your registration and confirmation materials should check-in at will call. Those group leaders will be given the materials to internally check-in the rest of the chaperones in their group. Those materials include the final schedule for the evening, a map of assigned sleep areas, and a map of the workshops that will take place between 7-7:45pm.

Check-in begins at 5:45pm, and we strongly encourage all participants to arrive at the Museum as close to that time as possible. The orientation program begins at 6:30pm, and is mandatory for all overnight participants. Arriving before 6pm will give participants time to find their sleep area, drop off their belongings, and get settled in for the night before the orientation begins.

We strongly discourage guests from arriving at an overnight after 8pm. If it is absolutely necessary for them to do so, you may enter through the Museum's West Entrance. Absolutely no one will be admitted to the building after 9pm.

In the morning, the West Door opens at 6am and the East Door opens at 8am. If a participant needs to leave between 9pm and 6am, please contact a staff person during the Overnight.

Refunds and Exchanges

Families who register by phone or online must pay their entire balance at the time of registration. Refunds cannot be given to these guests under any circumstances. Guests who end up being unable to attend an overnight for which they have a reservation can exchange their tickets for a future overnight program, provided that they pay a \$5 per ticket processing charge and that they alert The Field Museum at least 24 hours in advance of their originally scheduled program.

If a participant was originally scheduled to attend as part of a group and needs to reschedule for a future date as a family participant, they will have to pay the difference in

ticket price between a group and a family ticket in addition to the processing charge. If that participant is a member of The Field Museum, they won't have to pay the ticket price difference, only the \$5 per ticket processing charge.

Groups must pay their total balance for an overnight at least four weeks in advance of their scheduled date. Before the due date listed on their confirmation e-mail, group sizes can be increased based on availability, or they can be reduced without penalty. Groups reducing their size after their due date are responsible for finding replacements for those participants. No refunds or exchanges will be available to those groups or their members.

The Age Range

We receive many requests for people to bring children to the overnights that are outside our designated age range of 6-12 years old. For many reasons, we are unable to approve these requests. In the interest of fairness, we can't make an exception for some participants while refusing it for others. Also, because of the popularity of the program and the fact that it consistently sells out, giving tickets to participants outside the age range takes those tickets away from our intended audience.

Snack and Breakfast

Overnight guests are strongly encouraged to eat dinner before arriving to check-in for the program. A late night snack will be provided at 8:45pm on the evening of the overnight, and a continental breakfast will be provided at 7:30am the following morning.

Snack:

- Apples
- Carrots
- Apple juice
- Breakfast bars
- Various chips & crackers
- Cookies

Breakfast:

- Bananas
- Orange Juice
- Milk
- Assorted Cereal
- Coffee
- Tea
- Muffins
- Bagels

This is not a complete list, and not every item listed above will be available at every overnight, this is merely a sample of the kinds of things offered. Under no circumstances can the food provided at an overnight be taken outside of the designated eating areas.

Outside Food

We have a policy at the overnights of NO outside food, especially in the exhibition halls where the participants sleep.

Occasionally we have a guest come in who has severe food allergies or specific dietary needs. We allow them to bring in an outside snack under the following conditions:

- It must be sealed in a heavy-duty plastic container (Tupperware, not a Ziploc bag), labeled with the guests name;
- It must be taken directly to the kitchen prep area in the back of The Siragusa Center (the designated eating area) and left there for the duration of the event;
- Items must be non-perishable, as overnight staff will not have access to refrigerate guests' food.

We can't guarantee the safety of the food that is left there, nor can we take responsibility for it if it is lost or taken. Any food not meeting these criteria or that is found in an exhibition hall will be immediately confiscated.

Any guests needing to bring in outside food should notify the overnight staff immediately upon arrival. Teen volunteers who are helping at check-in will show guests to the kitchen area in the back of the snack/ breakfast area where they can leave their items.

Merchandise

Overnight Merchandise includes our Dozin' With the Dinos T-shirts (\$19), patches (\$3.50), toothbrushes (\$3.50), baseball caps (\$11) and flashlights (\$11). Merchandise can be purchased at the overnight program at our table in Stanley Field Hall from 9:30-10:30pm, or by sending in the Merchandise Pre-Order form, available on our website at: http://www.fieldmuseum.org/education/plan_group.htm

Pre-orders can be picked up only by the person who is listed on the form as the Group Leader, and only at the merchandise table between 9:30-10:30pm. People picking up a pre-order can skip past the line and go straight to the front to identify themselves (ID may need to be shown) and pick up their order.

Sleeping Arrangements

Premium Package guests will sleep inside the Evolving Planet exhibition on the Museum's Upper Level. All other overnight participants sleep in the carpeted exhibitions on the Museum's Main Level.

Groups are assigned to specific areas before the event, and the group leader will be given copies of a sleep map upon arrival to distribute to the group's chaperones. Guests are welcome to bring cots, sleeping bags, or air mattresses. There are outlets available throughout the Museum in order to inflate your air mattresses. **TENTS ARE NOT ALLOWED INSIDE THE MUSEUM.**

As far as we can tell, dinosaurs do not snore. Overnight participants, however, sometimes do. We try to keep the temperatures moderate and comfortable during an Overnight. However, at times, the temperatures may vary. To be safe, we suggest bringing layers of clothes - as in a t-shirt *and* a sweatshirt.

The Rules

- Rule #1: Have fun.
- Do not bring food or drinks into the exhibitions, eat only in designated areas.
- Keep your shoes on (except while sleeping).
- No running.
- No heelys.
- Children and their chaperones must stay together at all time.
- Respect your fellow overnights and their belongings while touring Museum exhibitions.

Security and Emergencies

The Field Museum Protection Services department has staff members inside the building 24 hours a day. Each member of the Protection Services team is trained in CPR. In addition, an EMT is brought in especially for the overnight program and is available throughout the entirety of the event.

Guests are encouraged to leave their belongings in the sleep area during the overnight program as a means of staking out their own spot. While we don't have an issue with theft at the overnight program, we do highly recommend keeping valuables on your person at all times, and The Field Museum does not take responsibility for any lost or stolen items.

Parking

Overnight parking takes place in the Soldier Field North Garage, directly across McFetridge Drive from The Field Museum. There is no additional charge for parking. The parking lot will open to participants at **5pm**. On most nights, guests will receive a parking ticket from the machine as they pull into the garage. Guests should bring this ticket into the Museum in order to get a validation ticket. Both tickets will be needed in order to get out of the garage in the morning without paying the parking fee, which varies between \$15 and \$35 on special event days. If a guest pays for their parking as they enter the garage, the Field Museum will **not** be able to reimburse them.

On some occasions, the parking lot will go into a cash-only pay-as-you-enter mode. On these days, overnight guests can show their overnight parking placard in order to get into the lot free of charge. No validation ticket will be needed to exit the garage the next morning on these days.

All cars must display the parking placard (available for download on our website) in their windshield to avoid being towed.

The Next Day

Participants are welcome to explore the Museum after 10am in the morning. If you want to stay, please put your sleeping bags and other gear into your cars before 9:30am and then re-enter the Museum without paying general admission. You will have to pay for parking for the day at Soldier Field.