

# History, Heroes & Treasures

SLEEPOVER AT THE NATIONAL ARCHIVES

## EXPLORER'S GUIDE



[ARCHIVESFOUNDATION.ORG/SLEEPOVER](https://www.archivesfoundation.org/sleepover)

## EXPLORER CHECKLIST

Fill out the following forms by **October 11, 2014**, and submit via email to [sleepover@archivesfoundation.org](mailto:sleepover@archivesfoundation.org) or via fax to 202-357-5924. Registration is first-come first-served, so register early!

- Liability Form – One per participant, adults and children
- Release Form – One per child participant not accompanied by his or her parent/guardian

### Things to bring to the Overnight:

- Sleeping bag and foam pad or small camping air mattress
- Pillow
- Toothbrush and toothpaste
- Hairbrush and any other toiletry items
- Washcloth/hand towel
- Flashlight
- Comfy clothes, including:
  - Gym shoes
  - T-Shirts/sweatshirts - The temperature in the Museum varies, so plan for hot & cold!



### Also consider bringing

- Ear plugs
- Eye mask
- Bag/Backpack (to hold some cool projects you'll make!)

## PLEASE LABEL ALL BELONGINGS

### Please DO NOT BRING:

- Tents
- Bed-sized air mattresses and air mattresses that require pumps or electricity to inflate
- Outside food or drink\*
- Electronic games or devices
- Cameras

\*Please contact us at [sleepover@archivesfoundation.org](mailto:sleepover@archivesfoundation.org) if you have food allergies or require special accommodations

## SLEEPOVER OVERVIEW



The *History, Heroes, and Treasure* sleepover at the National Archives is back again with Explorers Night! Discover the National Archives in this interactive adventure through the Museum.

As explorers young and old, you will journey to the Arctic, discover underwater shipwrecks, and visit the American West through hands-on activities and historical documents. You will investigate—through music, chats with historical figures, movies, games and more—some of the greatest adventures of all time, while having one of your own.

You never know what will be around the next corner, so come and check it out for yourself!

On Sunday morning, enjoy breakfast and a final game or two. You'll also be able to taste history with a special demonstration of how hot chocolate was made in colonial times, using American Heritage Chocolate.

## SCHEDULE

### Saturday

6:30 PM	Check-in
7:15	Orientation
7:45	Museum Exploration, Activities, and Snacks
10:15	Movies, Stories, and Get Ready for Bed
11:00	Lights out

### Sunday

7:00 AM	Wake-up
7:15	Breakfast, Shopping, and Closing Activity
8:30	Departure



## FREQUENTLY ASKED QUESTIONS

### **Where will the program take place?**

The program will take place in various areas of the National Archives Museum throughout the evening. All participants should plan to come in the Constitution Avenue Special Events entrance to check in. Check-in starts at 6:30 PM; please plan to arrive between 6:30 and 7:10 PM. This gives you time to get checked in, put down your gear, and make it to orientation. Orientation begins at 7:15 PM, and is mandatory – how else will you find out all the fun things planned for the night?!

### **How old do my children have to be to attend the sleepover?**

The activities offered are designed for children ages 8-12. We require at least 1 adult (age 21+) for every 4 children.

### **What is the price per person for the sleepover?**

The general price per person (per adult, per child) is \$125. Foundation for the National Archives members receive a discounted price of \$100 per person. Foundation membership starts at \$60.

### **Can I buy a ticket at the door?**

No, all tickets must be purchased in advance, by October 11, 2014. Registration is first-come, first served, so register early!

### **Is the Archives wheelchair accessible?**

Yes, the Museum is fully ADA compliant.

### **How do I get to the Archives?**

The Archives is centrally located in downtown Washington, DC, on Constitution Avenue between 7th and 9th Streets, NW. The closest Metro stop is Archives/Navy Memorial, on the green and yellow lines. There are also several parking lots, garages, and on-street parking available in the area.

### **Will I have to go through security?**

Yes, as a government building, all visitors (even Abraham Lincoln!) need to go through security when you enter the Museum. Please leave any oversized items at home, as everything you bring needs to fit through security's machines (like you use at the airport).

### **What time is the program?**

Check-in will be from 6:30 to 7:10 PM on Saturday, October 18. No one will be admitted after 8:00 PM. The program will end at 9:00 AM on Sunday, October 19.



### **What if I have to leave early?**

Security guards will be available to escort those who need to leave before 8:00 AM to the Constitution Avenue exit. You will not be able to reenter the building once you leave.

### **Will we have access to the Museum on Sunday?**

Exhibit spaces will not be open on Sunday morning. All participants must depart by 9:00 AM so that staff can clean prior to opening for the public that day. You may reenter the museum after 10:00 when it is open to the public if you would like.



### **Where will we sleep?**

You will sleep in the Rotunda, which is kept rather cool to help preserve the documents, so make sure to bundle up. Also, the marble floors are rather hard – so bring a foam pad or a small camping air mattress!

### **What time is bedtime and wake-up?**

Lights out will be at 11:00 PM. We strictly enforce that when lights go out no personal electronic devices can be used except in cases of emergency. Wake-up is 7:00 AM, with breakfast beginning at 7:15 AM.

### **What should we bring?**

You should bring a small camping mattress or pad, sleeping bag, pillow, personal items (toothbrush, hairbrush, etc.), comfortable clothes and shoes, flashlight (optional), and your sense of adventure! It can get cold in the Museum overnight, so we suggest you dress in layers. Not all areas of the Museum get completely dark—so if you are sensitive to low light you may consider bringing a sleeping mask.

### **What can't we bring?**

We ask that you do not bring bed-sized air mattresses or those that require pumps, outside food or drink, electronic games or devices, cameras, weapons, or tents. Please leave your valuables at home.

### **Can I take pictures during the event?**

No, photography is strictly prohibited throughout the Museum to protect the documents on display. However, staff photographers will be on hand for commemorative photos throughout the evening.

### **I want to share my experience – is there a hashtag for the event?**

Yes! We'll be using #ArchivesSleepover, and encourage you use it to share your excitement about this fun experience as well.

**Will we have access to electricity in the sleeping area?**

No, the sleeping area does not have readily accessible outlets, so please do not bring an electrically inflated air mattress. We encourage you to fully charge your cell phone prior to arrival. If you do need access to 24-hour electricity (i.e. for medical reasons), please contact [sleepover@archivesfoundation.org](mailto:sleepover@archivesfoundation.org) to discuss accommodations.

**Will meals be served?**

We will not serve dinner on Saturday night, so please eat prior to arriving. The Museum will provide an evening snack (e.g. crackers, fruit, and juice) and a pancake breakfast on Sunday morning. If you or your child has food allergies please email us to discuss bringing your own food at [sleepover@archivesfoundation.org](mailto:sleepover@archivesfoundation.org).

**Can I bring my personal medications to the event?**

Yes, but please be aware that the Museum cannot refrigerate medications nor assist in the administration of medicines. Personal medications should be placed in a safe and secure location within your personal belongings throughout the event.

**Will the Archives shop be open during the event?**

Yes! The myArchives Store will be open Sunday morning, and all participants will receive 10% off.

**Will the children be with the adults or separate throughout the event?**

Adults are required to stay with the child(ren) they are supervising throughout the night.

**What is the reservation process for the sleepover?**

Required paperwork must be filled out properly in order to purchase tickets. The information you will need includes all adults' names, children's names, children's ages, adult mailing address, e-mail address, phone number, and credit card information. We require payment by credit card. Credit cards are typically processed within 48 hours of submission. The program fee is non-refundable. A space cannot be reserved without full payment. A signed media and liability release form will be required for all participants.

**Can I get a refund if I do not attend the event?**

No refunds will be issued for the event.

If we did not answer all of your questions, please feel free to email us at [sleepover@archivesfoundation.org](mailto:sleepover@archivesfoundation.org).