

**Averyboo Arts**  
Private Party Contract – Updated 2.27.11

Guest of Honor: \_\_\_\_\_ Date of Party: \_\_\_\_\_

Occasion: \_\_\_\_\_ Time of Event: \_\_\_\_\_ to \_\_\_\_\_ am/pm

How many young guests?: \_\_\_\_\_ Age Range: \_\_\_\_\_ to \_\_\_\_\_ How many guests total? \_\_\_\_\_

How did you hear about us? \_\_\_\_\_

**Host Information**

Name: \_\_\_\_\_ Relation to child: \_\_\_\_\_

Phone: \_\_\_\_\_ 2<sup>nd</sup> Contact Phone: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Email Address: \_\_\_\_\_

**Party Details:**

Base Package includes exclusive use of studio for 2 hours. Painting easels, craft supplies, blocks, chalk, paper, and costumes will be stocked and available for use. When supplies have run out, they will not be re-filled unless specified below (see "Refilling Supplies"). **Set up & clean up are to be done within this 2 hour reservation, else incur a \$1 p/min late charge.**

Base Price: \_\_\_\_\_ (for up to 10 children); \$10 each additional child.

Additional Options:

1dz balloons \$10

**Clean up fee to bring in pizza, food drink - \$25** (You can bring cake for no additional charge)

Face Painting  Full Face & cheeks \$50 for 1 hour  Cheek only for 1 hr - \$25 (\$1 a minute thereafter)

Spin Art (\$10 for up to 10 children, \$2 ea additional or do not refill)

Custom Play-Dough \$10 (Color Request: \_\_\_\_\_ )

Necklaces/Bracelets (\$2 per child, min 5 children)

Clay Slabs (\$20 for up to 10 children, \$2 ea additional)

Decorate Your Own Items: \_\_\_\_\_ Cost: \_\_\_\_\_ Qty: \_\_\_\_\_ Total: \_\_\_\_\_

Themed Party: \_\_\_\_\_ Total: \_\_\_\_\_

Craft Table(s) with activity set up \$ \_\_\_\_\_ Activity: \_\_\_\_\_

Instructed Lesson/Project (up to 10 kids, \$8 ea add): \_\_\_\_\_ Total: \_\_\_\_\_

Refilling supply case, paints & paper during party \$25 (your party will be fully stocked beforehand)

Custom Requests/ Comments (Music, activities, etc):

**\*\* Note: Activity tables must be cleaned off for food & cake. If served before the agreed time, supplies will not be brought out again. If you wish supplies to be brought out, you will be charged a \$15 double clean up fee.**

**Grand Total:** \_\_\_\_\_

Deposit Received: \$ \_\_\_\_\_ Date: \_\_\_\_\_ Balance Due: \_\_\_\_\_

- All parties must have a minimum of 10 attendees. If attendees fall short of the minimum, the party giver will still be charged the for the minimum reservation price.
- One adult must be present for every 4 children to ensure proper supervision. **Averyboo Arts is not responsible for supervising children.**
- Adults are welcome to assist and interact with children on the activity floor; however the supplies and materials are for the use of the children only.
- A "child" is considered any person up to 17 years old who participates in party activities.
- There is a maximum of 16 children in order to allow for adult guests and maximize party room space. Total number of persons, including adults is 30.
- Party fee includes exclusive use of studio for 2 hours, paints, supplies, and use of blocks, chalk walk & dress-up area.
- All artwork will be taken home the same day. No pick-ups allowed due to lack of storage space.
- A \$100 deposit is required at time of event booking. The deposit is non-refundable 2 weeks prior to event date. If refund is issued, a 50% administrative fee will be deducted. No refunds issued 13 days prior to event date.
- Party giver assumes the risk for any damages by guests and will abide by studio rules.
- The party is contracted to begin and end at the time listed above. Please have guests arrive and depart on time. **If party runs past agreed upon time, a charge of \$10 for every 10 minutes will be added to the cost of the party fee.**
- Any unused materials &/or supplies left over from your reservation remain the property of Averyboo Arts and may not be taken.

\_\_\_\_\_ Photo Release: Averyboo Arts may take photographs to be used for promotional purposes.  
Initial

**Liability**

The undersigned agrees that participation at Averyboo Arts shall be undertaken at participant’s risk and that Averyboo Arts, its agents, employees, contractors, instructors, and board members shall not be liable for any claims, actions, or causes of action, of any kind whatsoever, or losses, demands, injures to persons or property in relation to such participation.

I understand that Averyboo Arts is not responsible for the supervision of children or party guests and release Averyboo Arts, its officers, employees and agents from any liability resulting from any lack of supervision.

The undersigned represents that they are at least eighteen (18) years of age and the responsible representative for this event.

You have read and reviewed the above therefore by typing or signing your name you are agreeing and here by bind yourself to the terms legally stated in the contract.

\_\_\_\_\_  
Signature

Date: \_\_\_\_\_

\_\_\_\_\_  
Please Print Name