



BIRTHDAY PARTY CONTRACT

LOCATION _____

DATE OF PARTY _____ TIME OF PARTY _____ TO _____ AM/PM (RESTRICTIONS ON SAT/SUN)
GUEST OF HONOR _____ OCCASION _____ BIRTH DATE _____

NUMBER OF ADULTS PAINTING _____ NUMBER OF CHILDREN _____ AGE RANGE _____

NOTES:

PARTY HOST INFORMATION *REQUIRED FIELDS

*COMPANY NAME _____

*NAME _____ TITLE _____

*ADDRESS _____

*CITY _____ STATE _____ ZIP _____

*WORK PHONE _____ HOME PHONE _____

*EMAIL _____ TAX EXEMPT ID (PROVIDE COPY) _____

*CREDIT CARD NUMBER _____ EXPIRATION DATE _____

PLEASE READ THE FOLLOWING TERMS AND CONDITIONS CAREFULLY BEFORE SIGNING:

1. The base cost of your party is \$895.00 which includes the exclusive* use of our store for up to 20 guests for 1.5 hours (There is an additional charge of \$25.00 for each additional guest above twenty). This base cost includes table time, use of paints and painting accessories, standard glazing and kiln firing of painted pieces, professional staffing for event, paper goods and balloons. IN ADDITION TO THE BASE COST, YOU WILL BE RESPONSIBLE FOR THE INDIVIDUAL COSTS OF ALL CERAMIC BISQUE PIECES PAINTED BY YOUR GUESTS.

*NOTE: while you will have exclusive use of our store for your party, MAKE will remain open for its customers to pick-up previously painted merchandise.

2. All guests and party host should arrive at the above time. If there is a need for "set up time" this will be allowed by prior arrangement only.
3. A \$300.00 NON-REFUNDABLE deposit is required to reserve your party date.
4. Parties that extend beyond the contracted time will be charged an additional pro-rated amount of the base cost to the nearest 15 minutes.
5. Items will be ready for pickup one week after the party and must be picked up and distributed by the party host absent prior arrangements.
6. In the event a piece is broken during firing, a credit will be issued for that piece.
7. Parties are paid for on ONE RECEIPT ONLY. We cannot create individual receipts for party guests. The party host is responsible for the full amount at the end of the party when payment is due.
8. An 18% service charge is applied to your final bill.
9. Due to fire safety laws we ask that only party guests who will be actively painting remain on the premises. Parents should drop off and pick up their children at appointed times. Our party manager must approve additional chaperones.
10. You are responsible for supplying your own food and beverage for your party. Note that our stores are not equipped with refrigeration. There are many pizza places and bakeries in the area that will be happy to accommodate your needs. We can also recommend caterers we have worked with for more extravagant events.
11. The guest of honor will receive a FREE dinner plate to be autographed by all guests.
12. Your signature below indicates your acceptance of these terms and conditions and permission to charge your credit card

SIGNATURE _____

Date Party Booked _____ Manager _____ Work Order/Receipt # _____