

POTTERY CAFÉ CHILDREN'S PARTIES

PARTY CONTRACT - Party Room

DATE OF PARTY: _____ TIME OF PARTY ____ to ____ am/pm
GUEST OF HONOR: _____ OCCASION _____
NUMBER OF ATTENDEES: _____
PARTY PLATE _____ DESCRIPTION _____
PARTY HOST INFORMATION:
NAME: _____
ADDRESS: _____
CITY: _____
STATE: _____ ZIP _____
PHONE: _____
E-MAIL: _____

Party time selected:

Monday - Friday times 4:00

Saturday times 11:00 1:00 3:00

PLEASE READ THE FOLLOWING BEFORE SIGNING: Pottery Café Parties are a \$125 minimum. This does not include the party plate or sales tax. Deposit is required to hold the party room in your name. The Deposit is \$25. This reserves the party room in your name and is non-refundable. We will be more than happy to reschedule your party. You will have a party assistant during the entire party who will help with the painting and clean-up. A Party of \$125 or more qualifies for the deposit to be applied to the final balance of the party. The party room is reserved for 1 hour and 30 min. Host is responsible for bringing food, drinks and paper products. If Party extends beyond one hour and thirty min, there is a \$15 charge for each additional half hour. **** 5% gratuity will be added to the final balance for the party assistant.**

****PLEASE NOTE: ITEMS PAINTED BY ADULTS AT CHILDREN'S PARTIES WILL NOT BE APPLIED TO THE \$125 MINIMUM. Adults and siblings of children attending a party may paint in the front section of the studio.

Signature of party host:

PAYMENT Type _____ AMT \$ _____

DATE _____ Employee _____