



## Blue Door Studio School Event Contract

*. To reserve your art event , please carefully read over and complete this contract and submit it along with your \$50.00 non- refundable deposit. We invite you to ask any questions or provide any special requests at least one week prior to the day of your event with us..* **Location:** \_\_\_\_\_

Contact Name for Event : \_\_\_\_\_ Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_ Painting Theme: \_\_\_\_\_

Event Date: \_\_\_\_\_ Event Time: \_\_\_\_\_ - \_\_\_\_\_ # of Guests: \_\_\_\_\_

### Event Includes:

- All art materials- canvas, tabletop easels, acrylic paint, brushes, canvases, aprons
- Instructed painted lesson based on chosen theme- One lead instructor and minimum of two T.A.'s
- Time Frame: 1 hour and 30 minutes

### Event Policies:

1. **Contract:** A contract must be completed by the party person and delivered to the studio, via email or postal service, 1 week prior to the event . The painting theme/ art lesson must be decided by this time.
2. **Non-Refundable Deposit:** Events require a \$50 deposit to reserve the date and time with the remaining balance due on the day of the event. Nonrefundable deposits can be applied to another event or art class if it is held within one month of your originally scheduled event date (availability permitting).
3. **Event Rates:** The rate will be \$25 per painter. Schools will be charged according to the final count of guests registered to the event. Reimbursements are not offered to registered students that are part of the final number of attendees if absent on the day of the paint event.
4. There is a 20 guest minimum per event.
5. School events must have the provision of 2 adults chosen and selected by the school's attend the planned on location paint event to help assist with students having social or physical challenges during the painting event. The adults, provided by the school's administration, will be responsible for the attendance list at the start of the paint event and the dismissal of students to proper family members at the end of the paint event.
6. **Sunday Events:** Sunday events are a custom scheduled time. There will be an additional \$50 fee for events held on Sundays.
7. **Travel Fee:** The travel fee to your location will be an additional \$50.00.
8. **Additional Time:** Each additional half hour following the allotted 1.5-hour time of the party is \$50.00.

9. **Materials:** We prepare our art materials for events according to the number of guests given to us 3 days prior to the event and charge accordingly. We cannot reimburse for materials or count of guests once the final count has been submitted to us 3 days prior to the event.
10. **Payment:** All payments are due at the close of the event. *The price of the event is subject to change based on additional guests, and/or additional time.*

**Release:** *It is understood and agreed that I will abide by the Blue Door Studio Party Policies set forth herein and further that I will assume responsibility for any and all hazards and liability of any kind or nature including without limitation, food allergies on behalf of myself and all of the guests participating in the party and hereby waive, release and hold harmless Blue Door Studio, its affiliates, other participants, and sponsoring agencies from and against any and all claims, injuries, liabilities or damages arising out of or related to participation in the Blue Door Studio Birthday Party Event. The terms shall serve as release and assumption of risk and is binding on my, heirs, executor and administrator and all family and guests.* **Initials:** \_\_\_\_\_

Event Person's Name (please print): \_\_\_\_\_  
(First) (Middle) (Last)

Event Person's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Please mail or drop off your completed contract (and \$50.00 deposit if you are paying by check) to the address listed below. We will contact you soon to confirm that we have received your contract.**  
***We look forward to celebrating with you!***

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**Blue Door Studio**  
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