



Thank you for choosing Alana Dale Art for your **Arty Party Event**. I am honored to be your instructor. Please carefully read the policies, procedures, and disclaimers on the reverse of this form before filling out and signing this Agreement.

### Party Host Details

Host Name: \_\_\_\_\_ Phone #: \_\_\_\_\_

Company Name: \_\_\_\_\_ Email: \_\_\_\_\_

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

City: \_\_\_\_\_ Zip Code: \_\_\_\_\_

### Party Details

Date of event: \_\_\_\_\_ Will you be serving alcohol? \_\_\_\_\_

Starting time: \_\_\_\_\_ 2 or 3 Hour Party? \_\_\_\_\_

Type of party (Birthday, Date Night, Community, etc.): \_\_\_\_\_

### Estimated Guests and Cost Total

Church Group Rate  
2 hr Party \$35 per guest  
3 hr Party \$40 per guest  
Estimated # \_\_\_\_\_

Senior Citizen Rate  
2 hr Party = \$30 per guest  
3 hr Party = \$35 per guest  
Estimated # \_\_\_\_\_

General Public Rate  
2 hr Party = \$40 per guest  
3 hr Party = \$45 per guest  
Estimated # \_\_\_\_\_

Final guest count must be reported **no later than 10 days before the party date**. It is the party host's responsibility to collect payment from each guest before the party. Full payment is due no later than 10 days prior to the party date.

### Payment Details

**A \$70 deposit is required up front to reserve your party.** The deposit is applied to your party total. The deposit will not be refunded if the party is canceled with less than 10 days notice prior to the party date.

Payment method:  Check  PayPal/Venmo  Cash  Credit/Debit Card

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

CC Number/Check Number \_\_\_\_\_ Exp: \_\_\_\_\_ Ccv: \_\_\_\_\_

Name on card: \_\_\_\_\_

I authorized the credit card to be charged the \$70 deposit, and the outstanding amount for the Arty Party. The deposit will be applied to my party total.

I have read and agree to the terms and conditions on the reverse side of this form.

\_\_\_\_\_  
Party Host Signature

\_\_\_\_\_  
Today's Date



### **Payment and Deposit Deadline**

A \$70 dollar deposit is required at the signing of this form, and the remaining balance is due no later than 10 days before the agreed event date. If the balance isn't paid by the deadline, the deposit will be retained, and the event will be cancelled. Payments may be submitted online at: [www.paypalme/AlanaDaleArt](http://www.paypalme/AlanaDaleArt) or via cash, check or money order made payable to Kathryn Bryant dba/ Alana Dale Art. There is a \$25 charge to the Host for payments returned by the bank for any reason.

### **Booking Minimum and Maximum**

A 10-guest minimum is required to book a party. Ten painters do not have to be present at the party but there will be a minimum payment equaling 10 adult painters at the regular price. Please enter the maximum number of guests that you anticipate at the time of booking, the final guest count is due no later than 10 days before the event along with the final balance minus your deposit. We do not book more than 20 guests per party.

### **Cost Per Guest by Hour**

The listed prices include step-by-step instructions, paint supplies, and canvases for each painter to create the featured painting.

- 2 hour Arty Party General Public = \$40 per painter
- 3 hour Arty Party General Public = \$45 per painter
- 2 hour Arty Party (Church Group Discount) = \$35 per painter
- 3 hour Arty Party (Church Group Discount) = \$40 per painter
- 2 hour Arty Party Senior Rate (55 and up) = \$30 per painter
- 3 hour Arty Party Senior Rate (55 and up) = \$33.75 per painter

Children ages 8 and up are permitted to paint with an adult as a separate painter for the regular fee per hour and will get their own canvas and paint. Children 8 and up may share a canvas and paint with their adult for a \$10 add on fee. Children are only permitted if the event does not have alcohol. Alana Dale Art (ADA) instructor has access to the venue between 1 hour before to 1 hour after the event for set up and clean up.

### **Start Time and Delays**

Please have your guests arrive 15 minutes before the event if possible. Please understand that ADA is not obligated to hold up the start time for late arrivals so please be courteous. ADA reserves the right to charge a \$5 fee per 15 minutes asked to stay beyond the set time due to late arrivals.

### **Cancellation Policy**

Cancellations must be submitted in writing to [kathy@alanadaleart.com](mailto:kathy@alanadaleart.com) at least 10 days before the scheduled party. Failure to give sufficient notice costs ADA in loss of supplies, time put in for creating the lesson, and loss of other bookings. Therefore, ADA reserves the right to retain the deposit. ADA makes every effort to keep all bookings as agreed; however, ADA reserves all rights in unforeseen circumstances to cancel or reschedule. In the event this occurs, the Host will be notified as soon as possible, and all funds and deposits paid will be refunded.

### **Alcohol and Conduct**

It is the responsibility of the Host and or Venue establishment to obtain any licenses or permits necessary to be in compliance with local liquor laws. The Host also understands it is not the responsibility of ADA to ID/card any guests or monitor their alcohol intake. Carding responsibility falls on the server of the alcohol. ADA and its employees will not tolerate verbally or physically abusive behavior or recklessness. Unchecked guest conduct that interferes with the Paint Party instruction will seriously affect the quality experience that ADA strives to provide. If the Host is unable to control the conduct of the guests or if the conduct of any guest causes damages any of the equipment of ADA, it will result in the early or immediate end of the event. The Host understands that in such an event, no refund will be given. ADA will not ask guests to leave, that is the responsibility of the Host or Venue owner.

### **Damages to Property**

The Host understands that spills can happen and assumes the risk and responsibility for and will hold ADA harmless for any damages to the venue owner's property. Said damages may include but are not limited to: paint stains on clothing, floors, carpets, tables, or chairs. The Host also agrees to assume responsibility or hold its guests responsible for any non-paint damage done by guests to the supplies or personal property of ADA. Non-paint damage includes but is not limited to: broken easels, broken paint pallets, broken personal items of ADA or any of its employees.