



Varley Art Gallery of Markham
 216 Main Street, Unionville,
 Tel. (905) 477-9511 Fax. (905) 477-6629
 www.varleygallery.ca

CHILDREN'S BIRTHDAY PARTIES AT THE GALLERY!

Party Booking Agreement

Parent/Guardian Name: _____
 Address: _____
 City: _____ PC: _____
 Home phone: _____ Business/Cell phone: _____
 Fax: _____ E-mail: _____

A \$50 deposit is required at time of booking. Cancellations must be made at least 10 business days in advance to avoid incurring loss of the deposit.

Method Payment: Cash/Visa/MC /Amex _____ Exp ___/___

Child's Name _____ Birthday Age: _____
 Date of Party: _____ Time: _____
 No. of Guests: _____ Age range of guests: _____ No. of Adults: _____ (max. of 6)

Art Activities:

Activities must be chosen based on the age range of the birthday child and are subject to approval by the co-ordinator. Please underline your two selections.

4-6 Yrs

1. Marvellous Mask Making
2. Spoon Puppets
3. Watercolour Sea Painting
4. Clay Portraits
5. Printmaking Fun
6. T-Shirt Printing * premium activity add \$5

7-10 Yrs

7. Clay Pinch Pot/Photo Holder
8. Watercolour 3D Painting
9. Printmaking Pizzazz
10. Wonderful Waterglobes
11. Paper Mask Making
12. Plastecine Pictures
13. Wall Hanging Canvas
14. Silk Screen T-Shirt * premium activity add \$5

9-12 Yrs

15. Advanced Silk Screen T-shirts * premium activity add \$5
16. Fimo Sculpting
17. Mixed Media Landscapes
18. Advanced Printmaking Pizzazz

Terms and Conditions

- The fee includes the use of the Deacon Room for 2 hours, one host/instructor, one-two volunteers if applicable, all art materials, loot bags and décor.
- 2 art activities are included and must be selected by the age of the birthday child. Any changes to this must be requested and are subject to approval.
- Parents/Guardians may arrive no earlier than 15 minutes before the start of the party unless otherwise requested and approved.
- Access to the full kitchen is provided but no cutlery, dishes etc. are provided. Use of the microwave and refrigerator/freezer are permitted but not use of the oven/range.
- Please ensure that plates, cups, napkins are compostable or recyclable and that all garbage, recycled goods and green bin waste is disposed of in the designated areas as the Varley Art Gallery is a zero-waste facility.
- No open flames allowed in the Gallery Building therefore candles are not permitted for your birthday cake!
- All parties have a maximum length of 2 hours. For every additional 15 minutes beyond 2 hours, a charge of \$15 will be levied.
- Please let us know the final number of guests attending the party at least 3 days in advance to ensure that sufficient supplies and loot bags are available. Once this number is finalized, the gallery will **charge the balance of the payment**. Any additional guests must be approved by the Varley Art Gallery and if there are no shows or less guests than confirmed, refunds will not be available.
- Minimum number of guests including the birthday child is 10 and the maximum number of guests including the birthday child is 18.
- There must be a minimum of 2 adults present but no more than 6 adults. Since this is a children's birthday party, to maintain a creative and focused environment, parents/guardians of the guests are requested to drop off the kids and pick them up at the end of the art activity period; you may invite the parents for cake/snack if you wish
- Loot bags have been generously provided by Crayola. Any additions to the loot bag will have to be approved and will have to be handed out separately from the Varley Gallery's loot bag.
- Birthday Party Invitations can be purchased at a rate of \$10 for 20 or \$5 for 10 additional invitations and includes the Family Pass on it. **Individual invitations are not available for sale. Family admission passes are included only when invitations are purchased.**
- Décor included are decorative birthday party signs and a welcome sign, and clusters of balloons. Parents/guardians wish to bring in their own décor upon request. *Please no confetti or piñatas.*

Notes/Comments: _____

Please sign below to acknowledge that you have read and accept the terms of the contract.

Parent/Guardian: _____ **Date:** _____

Varley Art Gallery Representative: _____ **Date:** _____

Loot bags provided by:

Exclusive art supplier:

