



CORPORATE PARTY AGREEMENT

www.thepaintandpour.com | events@thepaintandpour.com | (734) 720-9777

Services Provided by Paint and Pour (P&P) for the Event Organizer (EO)

1. P&P will host your event at one of our studio locations or your own Off Site location.
2. P&P will provide an Entertainer/Artist to host a Paint Party and guide your guests.
3. For events with 15+ guests, P&P will assign additional Assistants to the event.
4. P&P will provide all art resources required for the event.
5. P&P will provide an online registration system for ticket purchases.
6. P&P will setup/breakdown all art materials needed for our events.

Potential Private Party Time Slots at Studios

Monday - Friday		Saturday - Sunday	
2 hour	3 hour	2 hour	3 hour
12-2 PM	12-3 PM	12-2 PM	12-3 PM
3-5 PM	3-6 PM	3-5 PM	3-6 PM
3:30-5:30 PM	6:30-9:30 PM	3:30-5:30 PM	
7-9 PM	7-10 PM	7-9 PM	7-10 PM
10 PM-12 AM*	10 PM-1 AM*	10 PM-12 AM*	10 PM-1 AM*

RED (low availability) | YELLOW (medium availability) | GREEN (high availability)
 * PARTIES AFTER 10 PM are charged a **Late Party Fee** of \$45 for extra staff (safety concern)

The Event

Req Date/Time * _____
 (PREFERRED Date/Time ex 9/9/13, 6-9 PM) (2nd Choice for Date/Time) (3rd Choice for Date/Time)
 Requested dates are **FIRST COME, FIRST SERVED**. Contracts submitted within 72 hours of the event will be charged a **\$25 RUSH Fee** and must pay for **all** tickets during setup.

Name of Event * _____ Maturity Rating * _____
 (Typically something like Lindsay's Bachelorette Party, or Gina's Girl's Night Out) (i.e. G, PG, R, X. We tailor our humor to match!)

Event Password * _____ # of Guests * _____ Requested Artist _____
 (REQUIRED for tickets, it can be simple) NOTE Off Site events & Events in Main Classrooms require a minimum of 15 guests.
 Failure to sell the minimum tickets require the charge of the difference in tickets to the CC on file..

Event Fees * (select one of the class types below)

Service	Details	Fees
<input type="checkbox"/> 2hr Canvas Painting	Step by step instruction on a 2hr painting	\$35/person
<input type="checkbox"/> 2hr Glass Painting	DIY instruction for 2 pieces per painter	\$35/person
<input type="checkbox"/> 3hr Canvas Painting	Step by step instruction on a 3hr painting	\$45/person
<input type="checkbox"/> Specialty (list below)*	Varies based off selection	Varies

- These fees can be paid by you or your guests on our website (with the password).
- Specialty Classes require pre-sketching. Specialty Event Types include Paint your Pet, Paint your Partner, Collaborative Collage, Musical Chairs & Custom Events.
- Coupons & Vouchers for individual classes are not valid for Private Parties.
- **Add On Time** in addition to that listed is billed at **\$50** per 1/2 (half) hour.

Event Description (seen by your guests when buying tickets online)

Custom Painting

Our artists can create a custom painting for your event, based on your specs. This could be a company logo, photograph, or whatever you desire. Please note that extremely complex subjects may be impossible for a 2 or 3 hour class. Contact us at (734) 720-9777 to discuss the possibilities with our staff.

Would you like a custom painting for your event? YES / NO (if NO, skip to **Standard Painting**)

NOTE **A Custom Art Fee of \$50-100** (the cost varies by the intended art's subject/complexity) will be charged, and includes up to 3 artist revisions. This fee is non-refundable. Additional revisions are charged at **\$25** each.

Standard Painting

Name of Painting _____
 NOTE Select your painting at www.thepaintandpour.com/media/adult-art/ 3 Hour paintings **REQUIRE** a 3 Hour class (unless marked 2 or 3 Hour)

Studio Location * 10 guest minimum

- | | | | |
|---|--|--|---|
| <input type="checkbox"/> Brighton Studio
111 South West St, Brighton MI
Max: Main - 42, Private - 12 | <input type="checkbox"/> Dearborn Studio
22000 Michigan Ave, Dearborn MI
Max: Main - 42, Private - 32 | <input type="checkbox"/> Ypsilanti Studio
5 South Washington St, Ypsilanti MI
Max: Main - 30, Private - 18 & 12 | <input type="checkbox"/> Hell Studio
10866 Cedar Lake Rd, Pinckney MI
Max: Main - 30 |
|---|--|--|---|

Off-Site Location * 15 guest minimum

Is this event to be hosted at your own location (off-site)? YES / NO (if YES, fill in the Location Name, Address, & Table/Chair questions)

NOTE **Transportation & Travel Fees** are determined by distance from closest studio. 1-30 Miles = **\$25** 31 Miles + = **\$1 per mile over 30**
 Off Site Events have a 15 guest minimum. You may choose to host an event with the less than 15 attendees, but must pay for 15+ tickets.
 It is **the event organizer's (i.e. your)** responsibility to contact and book a 3rd party venue, although we can provide some suggestions

Location/Venue Name _____

Event Address _____

Do you wish to rent tables and chairs from us? YES / NO Tables **\$10 each** _____ Chairs **\$2 each** _____

NOTE: P&P requires adequate seating and table space to conduct their events. Our tables seat SIX painters max and have limited availability.



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Event Organizer

Contact Person * _____

Contact Email * _____

Daytime Phone # * _____ Cell Phone # _____

Credit Card Information

If you wish to pay cash instead, then ALL Fees (including tickets) must be paid in CASH at our studios when the contract is submitted.

Name on Credit Card * _____

Credit Card Number * _____

Type of Card (Visa/etc.) * _____ Expiration Date of Card * _____ CVS Code (on back) * _____

Billing Address for Card * _____

Billing City for Card * _____ State * _____ Zip Code * _____

Initial Charge & Guests

*P&P will charge your card for 2 non-refundable tickets when an event is created, as well as any applicable **Transportation, Custom Art, Table/Chair Rental, Add On Time & RUSH Fees**. P&P also reserves the right to charge for reimbursement against damages by guests & failure to meet minimum head counts.*

NOTE: *If you party is within 7 days, then you must pay for a minimum of 10 tickets in the initial charge.*

Guest 1 * _____ Guest 2 * _____

If you wish, you may elect to have us charge ALL of the tickets for your event, which will qualify you for the Bulk Discounts listed on page 3.

Should we charge ALL tickets to the Credit Card? YES / NO Total # of tickets to purchase _____ (list attendee names on page 3)

Cancellation & Rescheduling Policy:

Despite the best intentions, we understand that unforeseen events can arise, so please let us know immediately! You may opt to reschedule your Private Party with 7+ days advance notice at no charge. Should you wish to cancel your event with 7+ days of notice, only the first two tickets and custom art fee will be forfeit. If you wish to cancel an event with 48 hours - 6 days of notice, the first two tickets, custom art & rush fees will be forfeit. After this grace period (requests with less than 48 hours), no refunds or reschedules will be permitted.

Damages:

The PATRON assumes full responsibility for any damages to the location, equipment, patrons, or P&P personnel due to negligence, including such caused by any vendor contracted by the PATRON to be on the premises (caterer, DJ, etc.).

Alcohol & Food:

Alcohol and Food are permitted in accordance with Michigan State Liquor Law and the Liquor Control Board, with the following stipulations:

1. BYOB alcohol & food is allowed within the premises of our studios, but P&P may terminate alcohol consumption at our discretion.
2. For events hosted at off-site locations contracted by the Event Organizer, the Event Organizer is responsible for obtaining service from the location.
3. For events at bars and restaurants, all alcohol and food MUST be purchased from the venue. Birthday cakes are a possible exception (but check first).
4. The Event Organizer assumes all liability for the consumption of alcohol, and no open containers will leave the premises.
5. No underage drinking is allowed. Underage drinking is grounds for **immediate** cancellation of the event, with no refunds.
6. Food should be kept limited to finger food, appetizers, and hors d'oeuvres (nothing that would require silverware, with the exception of cakes and similar items). If you wish a more robust meal service, please purchase **Add On Time** (at \$50 per half hour) to accommodate the necessary time to eat.
7. Napkins, Utensils, Cups, Small Plates, Bottle Openers, Wine Openers, and other eating paraphernalia are provided for free at all studio locations.

Private Party Promotional Code

To signify your agreement with our terms, please sign below.

This field is NOT for Groupon Codes! Download the Groupon PP Contract.

Event Organizer Signature * _____ Print Event Organizer Name * _____ Date * _____



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Additional Attendees:

Complete this section **ONLY** if you wish for Paint and Pour to charge **ALL** of your tickets to the Credit Card on file. Guest 1 & 2 are listed on page 2.

Guest 3 _____	Guest 4 _____
Guest 5 _____	Guest 6 _____
Guest 7 _____	Guest 8 _____
Guest 9 _____	Guest 10 _____
Guest 11 _____	Guest 12 _____
Guest 13 _____	Guest 14 _____
Guest 15 _____	Guest 16 _____
Guest 17 _____	Guest 18 _____
Guest 19 _____	Guest 20 _____
Guest 21 _____	Guest 22 _____
Guest 23 _____	Guest 24 _____
Guest 25 _____	Guest 26 _____
Guest 27 _____	Guest 28 _____
Guest 29 _____	Guest 30 _____
Guest 31 _____	Guest 32 _____
Guest 33 _____	Guest 34 _____
Guest 35 _____	Guest 36 _____
Guest 37 _____	Guest 38 _____
Guest 39 _____	Guest 40 _____

If there are more than 40 guests, or to edit the attendee list, please email attendee names to events@thepaintandpour.com

SAVE BIG BULK DISCOUNTS & PURCHASE YOUR TICKETS WITH OUR

ADULT EVENTS (Public & Private) 4+5% 8+10% 12+15% 16+20% 20+25% 30+30% 40+35%

FAMILY DAYS (& Kid's Private) 10+10% 20+15% 30+20% 40+25% 50+30% 60+35%

TAKE

***ONLINE PURCHASES ONLY**
EXCLUDES FUNDRAISERS & SPECIAL EVENTS