



14466 Midway Road. • Midway Shopping Center • Farmers Branch, TX 75244
BIRTHDAY PARTY AGREEMENT AND REGISTRATION FORM

Name of User: _____ Phone: _____

E-mail Address: _____

Address: _____

Date of Event: _____ Time: _____ Total Number of Children: _____

Name of Birthday Child: _____ Age _____ F M

Theme Chosen: _____

Special Requests, if any: _____

User agrees to the following terms and provisions in reserving and using the facilities. "Facilities" as used herein shall mean designated rooms in Pencil on Paper Gallery, LLC.

1. The birthday party shall consist of... one-hour educational program with a P.O.P. Gallery Educator (yoga & art activity/game) and use of the facility for a 1.5hr "party" (with user provided food, cake, etc.) and 30-minute set-up time available if needed for a total of 2 hours.
2. The fee for a birthday party is \$250 for up to 8 children. Each additional child is \$10 with a maximum of 10 children. 50% deposit due with contract. Payable at least 2 weeks in advance.
3. The minimum age for ALL birthday party participants is 5 years of age.
4. The User is responsible for clean up of all food and other "party" items. P.O.P. Gallery staff will take care of tables and chairs, yoga equipment, and art supplies/projects. A cleaning charge of \$50 will be issued for items or 'mess' left in the facility.
5. It is the User's responsibility to protect all artwork in the main gallery, including art in classrooms, and to take care that such art is not damaged or defaced. If artworks are damaged or lost, the cost of repair or replacement is the responsibility of the User.

Signature of User: _____ Date: _____