Arty Party Request Form

Thanks for your interest in holding an Arty Party with the Northfield Arts Guild! Please complete this form and return it to Education and Engagement Manager Jennie Eubank by email at jennie@northfieldartsguild.org or in person at 304 Division St., Northfield, MN 55057.

Name __________________________________________ Guardian’s Name (if under 18) _______________________________________

Address __________________________________________ City __________________ Zip ______

Phone __________________________________________ Email _____________________________________________________________

Choose Your Party Package:

There is an additional fee of $10/attendee for Arty Parties that are more than 10 attendees. Guild members receive a 10% discount. There is an additional charge of $5/attendee for clay parties. There is a non-refundable 50% deposit due upon booking. The balance is due by the party date.

☐ Basic Package – Includes 2 hours of instruction, all materials, balloons and decorations, and tablecloths. $150 for up to 10 attendees.

☐ Basic Plus Package – Includes: 2 hours of instruction, all materials, balloons and decorations, tablecloths, cupcakes, hospitality supplies (plates and napkins), and juice boxes. $200 for up to 10 attendees.

☐ Party of the Year Package – Includes: 2 hours of instruction, all materials, balloons and decorations, tablecloths, cupcakes, hospitality supplies (plates & napkins), juice boxes, 2 XL cheese pizzas and Arts Fun gift bags for each partygoer. $325 for up to 10 attendees.

Choose Your Preferred Medium:

☐ Clay (an additional $5/attendee will be added to cover materials)

☐ Visual Arts (drawing, watercolor, painting or fiber) ___________________________________________________________

☐ Performing Arts (dance or theater) _____________________________________________________________

Party Theme (if applicable) _____________________________________________________________

Do we need to include time for treats or gifts (this will be built into the 2 hours)? Yes ☐ No ☐

Anticipated Number of Attendees __________ Age Range of Attendees (for youth parties) _________________

Preferred Dates (parties must be booked more than 2 weeks in advance):

Date Option 1 __________________ Date Option 2 __________________ Date Option 3 __________________

Preferred Times (parties are booked for a 2-hour time slot):

Time Option 1 __________________ Time Option 2 __________________ Time Option 3 __________________

For Office Use Only: ☐ Member ☐ Non-member Total Attendees: __________________

Party Package Cost: __________________ + Additional Attendees: __________________ = Total Party Cost: __________________

Adjusted Party Cost if Member (10% discount): __________________ Deposit Amount (50% of Cost): ________________
Deposit Paid On: ___________ Staff Approval: ___________ Balance Paid On: ___________ Staff Approval: ___________