

Room Hire & Party Booking Form

Name of booker

Company/Group if applicable

Address

Postcode

Telephone

Email

Date of event

Type of event/activity

Time access is required

Time event begins

Time event finishes

Time you expect to leave

Expected number of participants

Signature

I enclose deposit of £20 – the balance will be due on the event day.

Please make cheques payable to Unique Cottage Studios

TERMS AND CONDITIONS

Payment: Please send £20 deposit to secure your booking. If the booker has to cancel their booking then a deposit refund is available up to 2 weeks prior to the event date – thereafter the deposit will not be refunded.

Safety: We will undertake to make every effort to ensure the safety of both yourself and your vehicle whilst on site. Please note: The farm yard and sheds are out of bounds. We would ask you to ensure that you also behave in a way that does not endanger the safety of either yourself or others and that you adhere to any safety advice that you receive. For those responsible for children – you are responsible for them when not taking part in the art activity. Vehicles will be parked at your own risk.

BOOKING NOTES

Parties

The usual amount of time allocated for a party is up to 2 hours (this includes 15mins set up 1 ½ hours art activity and 15 mins clean up) if you require the room longer an hourly rate will apply.

Please note for children's parties we require participants to be 8 years and over and suitable supervision of one adult to every 5 children (excluding tutor). Orange and blackcurrant squash is included. Please inform us at time of booking of any known allergies or medical conditions etc. It's advisable that participants wear old clothes - aprons/old shirts are available.

Unique Cottage Farm Studios - Charges 2012

Prices for Private Pottery

Based on numbers taking part/ sharing lesson	Per hour per person
1	£20
2	£15
3 max	£12

Firing Charges

Whole kiln prices: Small Kiln (2.4 cubic feet) £12 / Large Kiln (7.5 cubic feet) £28

Per item: Small £2.50 Medium £5.00 Large £10.00 (This price includes bisque firing, glaze and glaze firing).

Studio Hire for groups

Our large studio is ideal for a number of practices that could involve groups. Whether you would like to set up your own workshop within our facility or have an informal meeting we can offer a relaxing space, refreshments and a great environment to work in.

The hourly rate for the large studio is £12 - or see below for block deals.

	Half Day (Morning / Afternoon)	8 hour day	Evening	Weekend daily rate
Large Studio	£40	£80	£48	£120
Large Studio plus use of kitchen & courtyard	£60	£100	£60	£200

Morning: 9am – 1pm (4 hours) Afternoon: 1pm – 5pm (4 Hours) Evening: 5pm – 9pm (4 Hours)

Arty Parties and Private lessons

Our facilities are available to small groups of adults or children – ideal for parties, or a special occasion giving everyone the chance to get creative. We have a number of activities we can offer that will ensure a fun time is had by all.

For children's parties we do ask that children are suitably supervised at a ratio of one adult to every 5 children. Drinks are included. Children must be over 8 years old.

Activities that we offer are: **Paint a Pot:** Design and paint on a mug, plate, animal figure or tile. These will be then be fired for you to collect at a later date. **Art and Craft Fun:** Various activities can be arranged dependant on age and interest. **Make a Pot or clay creature:** A chance to have a go at making your own hand built bowl or creature/ name plaque to be fired and collected (or made from air-hardening clay). Prices from £12 per person for up to one and a half hour's arts activity (5 to 12 participants).

Paint a pot price dependant of item chosen e.g. £12 for mug or plate, £15 for animal sets or dog banks etc.

Other activities include felt-making, rag-rugging, stained glass, furniture painting, drawing & painting and mosaics – please note these activities will cost considerably more per person due to material costs, please ask for a quote.

Please contact Jo for room hire on **01775 766698** (Tuesday to Thursday) or email your request to info@uniquecottagestudios.co.uk

Unique Cottage Studios, Fulney Lane South, Spalding PE12 6FA Tel 01775 766698
www.uniquecottagestudios.co.uk