



## Birthday Parties at the Workhouse Arts Center!

Host your child's birthday party at the Workhouse Arts Center! Your party guests will enjoy a unique and memorable experience. Our Workhouse party coordinator will help you make the day unforgettable!

### The Young Artist Package \$285

Includes: Party host, art project of your choice (including supplies) for up to 8 children, room rental, 1 ½ hours of party time, and 1 hour total for set-up and clean-up time.

### The Full Palette Package \$385 (\$425 for Culinary)

Includes: Party host, art project of your choice (including supplies) for up to 10 children, room rental, snack tray and choice of drinks, 2 hours of party time, and 1 hour total for set-up and clean-up time.

### The Masterpiece Package \$485

Includes: Party host, art project of your choice (including supplies) for up to 12 children, room rental, snack tray and choice of drinks, a sheet cake to decorate, 2 ½ hours of party time, and 1 hour total for set-up and clean-up time.

### Package Add-ons

- Photographer: \$40
- Face Painting: \$35
- Themed Activity and Decorations: \$50
- Additional Children: varies by package
- Additional Time: \$75 per hour

### Select Your Project Medium

Drawing	Acrylic Painting on Canvas Board	Three-Dimensional Art Project
Watercolor	Mixed Media on Canvas Board	Eco-Art

**Don't see something you're interested in? Contact us to customize your experience!**

Project mediums not listed here are subject to an additional cost for supplies and/or special artist instructor.



For more information on these packages, or to schedule your party with us:  
Call (703) 584-2934 OR Email [registrar@workhousearts.org](mailto:registrar@workhousearts.org)

# Young Artist Package

The Young Artist Package is the most basic package. The Coordinator will plan the party around typical birthday party activities such as cake and presents, which are to be provided by you: the party host. The party host is welcome in the space for the full 2 ½ hours of reserved time, but the coordinator is only responsible for programming the 1 ½ hours of party time. Please fill out the form below to schedule your party. This package includes:

- Party Coordinator to plan and oversee activities including games
- 1 ½ hours of planned party time
- 1 hour total for set-up and clean-up
- 1 art project and supplies for up to 8 children
- 1 personalized craft projects (such as a painted dinosaur or flower pot) tailored to the interests of the birthday boy/girl

## Birthday Party Booking Form

<b>Parent/Host Name</b>	
<b>Parent/Host Address</b>	
<b>Parent/Host Phone Number</b>	
<b>Parent/Host E-mail</b>	
<b>Party Date and Time</b>	
<b>Birthday Child Name/Age</b>	
<b>Art Project Medium</b>	
<b>Child's Interests/Hobbies</b>	

### Package Add-ons

<input type="checkbox"/>	Face Painting (\$35)
<input type="checkbox"/>	Themed Activity and Decorations (\$50)
<input type="checkbox"/>	Photography (\$40)
<input type="checkbox"/>	Additional Guests: #___ X \$12.50 = ____
<input type="checkbox"/>	Additional Time: \$75 per hour

<b>Total Due: \$</b>	<input type="text"/>	(\$285 + Package Add-ons)
<b>Deposit: \$</b>	<input type="text"/>	<b>Paid:</b> <input type="text"/> / <input type="text"/> / <input type="text"/> (At least two weeks prior to party date)
<b>Remaining Balance: \$</b>	<input type="text"/>	<b>Paid:</b> <input type="text"/> / <input type="text"/> / <input type="text"/> (Party Date or Earlier)



For more information on these packages, or to schedule your party with us:  
 Call (703) 584-2934 OR Email [registrar@workhousearts.org](mailto:registrar@workhousearts.org)

# Full Palette Package

The Full Palette Package has all the features of the Young Artist Package with some exciting extras! The Party Coordinator will plan art activities as well as time for games and cake (provided by the party host). The host is welcome in the space for the full 3 hours of reserved time, but the party coordinator is only responsible for programming the 2 hours of party time. Please fill out the form below to schedule your party. The Full Palette Package includes:

- Party Coordinator to plan and oversee activities including games
- 2 hours of planned party time
- 1 hour total for set-up and clean-up
- 1 art project and supplies for up to 10 children
- 2 personalized craft projects (such as a painted dinosaur or flower pot) tailored to the interests of the birthday boy/girl
- Healthy snack tray and popcorn
- Choice of drinks: juice or soft drinks

## Birthday Party Booking Form

<b>Parent/Host Name</b>	
<b>Parent/Host Address</b>	
<b>Parent/Host Phone Number</b>	
<b>Parent/Host E-mail</b>	
<b>Party Date and Time</b>	
<b>Birthday Child Name/Age</b>	
<b>Art Project Medium</b>	
<b>Child's Interests/Hobbies</b>	

### Package Add-ons

<input type="checkbox"/>	Face Painting (\$35)
<input type="checkbox"/>	Themed Activity and Decorations (\$50)
<input type="checkbox"/>	Photography (\$40)
<input type="checkbox"/>	Additional Guests: # ___ X \$12.50 = ____
<input type="checkbox"/>	Additional Time: \$75 per hour

<b>Total Due: \$</b>	<input type="text"/>	(\$385 + Package Add-ons)
<b>Deposit: \$</b>	<input type="text"/>	<b>Paid:</b> <input type="text"/> / <input type="text"/> / <input type="text"/> (At least two weeks prior to party date)
<b>Remaining Balance: \$</b>	<input type="text"/>	<b>Paid:</b> <input type="text"/> / <input type="text"/> / <input type="text"/> (Party Date or Earlier)



For more information on these packages, or to schedule your party with us:  
Call (703) 584-2934 OR Email [registrar@workhousearts.org](mailto:registrar@workhousearts.org)

# The Masterpiece Package

The Masterpiece Package is indeed a Masterpiece. It has all the features of the Full Palette, as well as more party time and a cake to decorate! The party host is welcome in the space for the full 3 ½ hours of reserved time, but the party coordinator is only responsible for programming the 2 ½ hours of party time. Please fill out the form below to schedule your party. The Full Palette Package includes:

- Party Coordinator to plan and oversee activities including games
- 2 ½ hours of planned party time
- 1 hour total for set-up and clean-up
- 1 art project and supplies for up to 12 children
- 2 personalized craft projects (such as a painted dinosaur or flower pot) tailored to the interests of the birthday boy/girl
- Healthy snack tray and popcorn
- Choice of drinks: juice or soft drinks
- Sheet cake for the children to decorate

## Birthday Party Booking Form

<b>Parent/Host Name</b>	
<b>Parent/Host Address</b>	
<b>Parent/Host Phone Number</b>	
<b>Parent/Host E-mail</b>	
<b>Party Date and Time</b>	
<b>Birthday Child Name/Age</b>	
<b>Art Project Medium</b>	
<b>Child's Interests/Hobbies</b>	

### Package Add-ons

<input type="checkbox"/>	Face Painting (\$35)
<input type="checkbox"/>	Themed Activity and Decorations (\$50)
<input type="checkbox"/>	Photography (\$40)
<input type="checkbox"/>	Additional Guests: #___ X \$12.50 = ___
<input type="checkbox"/>	Additional Time: \$75 per hour

<b>Total Due: \$</b>	<input type="text"/>	(\$485 + Package Add-ons)
<b>Deposit: \$</b>	<input type="text"/>	<b>Paid:</b> <input type="text"/> / <input type="text"/> / <input type="text"/> (At least two weeks prior to party date)
<b>Remaining Balance: \$</b>	<input type="text"/>	<b>Paid:</b> <input type="text"/> / <input type="text"/> / <input type="text"/> (Party Date or Earlier)

For more information on these packages, or to schedule your party with us:  
 Call (703) 584-2934 OR Email [registrar@workhousearts.org](mailto:registrar@workhousearts.org)



# Birthday Party Agreement

## Deposit and Payment Policies

- Parties must be scheduled at least two weeks prior to the party date.
- A \$100 non-fundable deposit is due at the time of booking to reserve the party date and time.
- Refunds will be given if the party is cancelled with at least one-week notice, minus a \$20 cancellation fee.
- Cancellations made within 72 hours of the party are subject to the cancellation fee.
- Masterpiece Package cancellations are subject to an additional \$60 fee for perishable items.
- There are no fees to reschedule a party to a future date if arrangements are made at least one week prior to original party date.
- The Workhouse Party Coordinator will explain any additional costs in the process of the party planning prior to the party date.
- Each package includes 1 hour total for set-up and clean-up time outside of the party time.

## Rules and Regulations

Guests are to have fun, but must follow the basic rules of the rented space:

- Maximum capacity for children participating in the party is 20 children. The seated capacity of the party space is 30 people, including children and adults.
- The Workhouse Party Coordinator is responsible for setting up the space, planning the party, and facilitating the art activities.
- Children are expected to refrain from using art materials on any other surface than those provided.
- Parents and/or guardians are responsible for removing decorations they have brought at the end of the party.
- Decorations cannot include any items hung from the wall or ceiling that require holes to be made.
- The classroom is a peanut free zone. Any food brought for the party cannot include peanuts or other nuts.
- The party host is held responsible for any damage to Workhouse property during the party.
- The Workhouse Arts Center, including employees and contractors, are not legally held responsible for any illness, accidents, or injury that may occur to me, my child, or any of my guests while at this event.

I \_\_\_\_\_ (print name), agree to the deposit and payment policies, rules, and regulations detailed above.

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Director of Education Approval: \_\_\_\_\_ Date: \_\_\_\_\_

For more information on these packages, or to schedule your party with us:  
Call (703) 584-2934 OR Email [registrar@workhousearts.org](mailto:registrar@workhousearts.org)