



27 SOUTH PARK AVE. | PLYMOUTH, MA 02360 | 508-591-5133 | MIYSTUDIO.COM

PRIVATE EVENT REQUEST & AGREEMENT Everything You Need to Know About Private Events

DEPOSIT: A 50% non-refundable deposit is due at the time of reservation.

BALANCE: The remaining balance is due 10 days prior to the event when attendee list is confirmed. The balance can be paid online, through Venmo, or a check made out to MIY Studio.

RATES: Private Event rates vary depending on chosen workshop. Most events range from \$45-\$75 per attendee and include all materials and supplies.

CANCELLATIONS: Private Events require 30 days' notice to reschedule. A rescheduling fee of \$100 and the remaining balance will be due at the time of rescheduling for changes made with less than 30 days' notice. Should you decide to cancel your Private Event, your deposit will be lost.

PARTY SPACE: Unless otherwise arranged, all events taken place in our main studio area on the upper level.

ADDITIONAL GUESTS: Please notify us of any additional guests that would like to attend and we can make arrangements to try to accommodate them. Payment for additional guests will be arranged via check, cash, Venmo or online payment.

GUEST CANCELLATIONS OR NO SHOWS: There are no refunds or credits given for absent attendees. In most cases, spots are transferable and we encourage all Private Event hosts to fill any vacancies this way. In cases where the vacancies are not able to be filled, some events would allow for other attendees to make additional pieces using the materials from the absent attendees for themselves or on their behalf. The Private Event host can decide how to proceed.

CHECK IN: Check in is 15 minutes before the start of your Private Event booking time. We recommend that your guests arrive just 5 minutes prior to the booking time.

MINIMUM AGE: You must be at least 18 years old to host a Private Event and sign the "MIY Studio Private Event Agreement."

SUPERVISION: MIY Studio and its staff members are not responsible for the care and supervision of minors. At least one responsible party must be in attendance at all times and accepts the responsibility to supervise and care for minors. MIY recommends a ratio of 1 adult per 6 minors, though older teens often need just one adult. MIY Studio staff members provide instructions, guidance, and encouragement, and are committed to creating a fun, memorable experience.

OUTSIDE FOOD: Birthday cake, ice cream, and light snacks are welcome at MIY Studio. Please refrain from candy and gum with children. If planning to provide a full meal for attendees/guests, please let us know so we can provide extra space for food and discuss potential need to extend the Private Event booking duration.

DECORATIONS: Latex balloons and Piñatas are prohibited. Simple decorations like banners, tablecloths, centerpieces, themed plates and napkins, and Mylar balloons are welcome. These items can be set up prior to guests arriving.

SMOKING AND ALCOHOL: Smoking and vaping are not permitted at Private Events. Alcohol is permitted at Private Events where all attendees are 21+.

SPECIAL REQUESTS: We love creative ideas and generally try to accommodate special requests. Please let us know in advance so we can approve and make arrangements prior to the event. Special request may include anything not specifically covered in this agreement.

WHAT TO WEAR: All of our events are creative and fun, and some have the potential to get messy! For events involving paint or resin, we encourage guests to dress in items they wouldn't be devastated to get a little paint on. We do have large aprons that cover chest and lap, but things can still happen. We advise against long, flowy sleeves and recommend bringing a hair clip or tie for those with long hair.

SPECIAL NEEDS: Please tell us of any special needs you or your guests may have. We are happy to assist in making accommodations. Please note that our main space is on the upper level. It is possible to host events on the main floor for wheelchair accessibility. Due to space constraints, Private Events may be limited to 10 people in that case.

I have read, understand, and accept the rules and conditions listed in this agreement. Printed Name:

Date:

Signature: _____



27 SOUTH PARK AVE. | PLYMOUTH, MA 02360 | 508-591-5133 | MIYSTUDIO.COM

MIY STUDIO PRIVATE EVENT REQUEST FORM

Party Contact First Name:		Last Name:		
Address:		City:	State:	Zip:
Phone:	Cell:	Email:		
Birthday Child's Name:		<input type="checkbox"/> Boy <input type="checkbox"/> Girl	Birth date:	Age Celebrating:
Birthday Parent/ Guardian 1:		Birthday Parent/ Guardian 2:		
Sibling's names and ages:				
Date preference for party:		Time preference for party:		
1. 2. 3. 4.		<input type="checkbox"/> Saturday 2-4 PM <input type="checkbox"/> Sunday 2-4 PM <input type="checkbox"/> Saturday 3-5 PM <input type="checkbox"/> Saturday 3-5 PM		
Birthday Activity Requested:		Expected Number of Guests:		
Additional information (food allergies, additional birthday child, etc.)				
How did you hear about MIY Studio Birthday Parties?				
The section below will be filled out by MIY Staff				
Birthday Activity:		Rate Per Guest: \$		
Expected Number of Guests:		Expected Total Amount: \$		
Deposit Due with Agreement:		Expected Balance Due: \$		

All birthday party confirmations require a signed agreement of the MIY Private Party Agreement.

A \$50% non-refundable deposit is required to hold your party date.