



# Adult Parties!



**Note:** Parties must be held in our private party area. Tables in the studio are for walk-in customers and can not be reserved or used for food and drink if they are needed for painters. Read all party policies on page 2.

## Port-a-Parties

Prices Vary

Perfect for large parties or for those who prefer to party at home!

**Fired Ceramics:** Purchase shapes and glazes from the studio.\*

Borrow brushes\* from us.

Return the pieces to us to have them kiln-fired.

Items are food-safe.

Instruction sheet provided.

*\*Bisque prices will vary based on your choices. 20% off 8 or more pieces. 2 oz glazes, \$3 ea or \$20 for Go-Pack of 7. Deposit of \$20 required for borrowed brushes. Deposit refunded when brushes are returned to the studio less \$5 per each missing brush.*

**Acrylics:**

Purchase shapes (20% off 8 or more items) from the studio.

Use acrylic paints, brushes, sealer, etc. from a craft store.

Once dry, the pieces go home with the kids.

Items are not food-safe.

Instruction sheet provided.

## Studio Parties

We can accommodate parties in our private party area for up to 20 seated adults.

Arrangements can be made to book the entire studio for groups of 20 or more by contacting [Lisa@thepotterystop.com](mailto:Lisa@thepotterystop.com).

Parties at The Pottery Stop are great fun for men and women of all ages! Add a little creativity to the usual "food & drink" get-together. Birthdays, Showers, Office Parties, Team-building, Mom's Clubs, even Book Clubs have a great time painting pottery!

### **Adult Party Pricing:**

Adults 16 and older will receive 20% off their pottery!

Kids 9-15 may choose studio pieces with a 10% discount.

Up to 10 guests: \$180 minimum\*

Additional guests raise minimum\* \$10 per person

**\*Minimum** refers to revenue generated from the event. A party of 10 must generate a minimum of \$180, and the minimum increases \$10 per additional guest. For instance, a party of 15 must generate \$230 (\$180+ \$50). If minimums are not met, a room fee equal to the minimum requirement less the actual party revenue will be assessed as a "room fee." See page 3 for all policies.



# Guidelines for Scheduling an Adult Party

| Sunday     | Monday                                                                                                                                                                  | Tuesday | Wednesday | Thursday                                                                       | Friday | Saturday    |
|------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|-----------|--------------------------------------------------------------------------------|--------|-------------|
| Start Noon | Start times flexible weekdays before 5 PM.                                                                                                                              |         |           |                                                                                |        | Start 10:30 |
|            | Party availability and time slots dependent on staff availability. Contact <a href="mailto:Lisa@ThePotteryStop.com">Lisa@ThePotteryStop.com</a> to book a weekday event |         |           |                                                                                |        | Start 1:30  |
| Start 3    | Evening parties Monday- Wednesday available. Parties end by 9 PM.                                                                                                       |         |           | Early-evening parties end by 7 PM                                              |        | Start 4:30  |
|            |                                                                                                                                                                         |         |           | Late-Evening Parties for guest-of-honor 13 and up, only. Parties end by 10 PM. |        |             |

**\* Our party area accommodates SEATED GUESTS, only.**

The size of the area is adjusted with a sliding curtain partition based on the size of your group. We can accommodate up to 20 seated adults (ages 16 and up, only) in any time slot. In order to set the area up properly for your group, we appreciate an update on your headcount at least an hour prior to your event. Thanks!

Parties with kids under the age of 16 must adhere to size limitations noted on our Kid's Party page. [Click here for more information about our Kid's Parties.](#)



**Invitations:** We are working on an Evite link through our website. Until then, we recommend that you include our web address in your invitations **www.ThePotteryStop.com 410-480-0111**

## **BOOKING POLICIES**

- Minimum:** Groups of 10 or less: \$180 minimum\*  
Additional guests raise minimum\* \$10 per person  
\*Minimum refers to the total revenue generated by the party. Adults choose to paint any item in the studio, therefore party totals will vary. As party size increases, the per-person minimum decreases, making it very unlikely that a party would not meet the minimum requirements. A TPS employee will inform the host of the party total once all guests have chosen a piece. If the party has not met the minimum, a room fee will be assessed. See below for more information.
- Room Fee:** A room fee is added to the bill when a party does not meet minimum requirements described above. This fee is usually incurred when there are a lot of non-painting guests, or if all guests choose a single, small item to paint. The room fee is equivalent to the difference between the actual party revenue and the minimum requirement will be assessed. Room fees can be divided among guests if you choose to do so.
- Deposit:** \$50 (cash or credit only) Deposits may be refunded or transferred with a **minimum of two weeks notice** of cancellation or date change.
- Booking:** We ask that you tell us the number of people **INVITED** to attend your event, then call at least 24 hours prior to the event with a head-count. The party area will be set up to seat the number of guests your party confirmation reflects.
- Duration:** Adult parties are 2 hours, however **we recommend a 2 ½ to 3 hours party if you will be having food and beverages**. Extra time is **automatically billed** when parties run over scheduled times at the rate of \$20 per ½ hour. If another party follows yours, extra time may not be available. See page 2 for party “Start Times.”
- Extra Time:** It is possible to rent our private party area for up to 3 hours by booking additional time at the rate of \$20 per ½ hour. For more than 3 hours, contact [Lisa@ThePotteryStop.com](mailto:Lisa@ThePotteryStop.com)
- Space:** You may use the 3-tier rack and any available space on the party area shelving for your food and beverages, as well as space along the center of your table. If you would like to have a “food table”, a 3’ square table can be attached to your seating area for \$20.

## **ROOM POLICIES**

- Walk-in parties may use the party area (if available) at the discretion of an employee for a room fee of \$30. All other minimums apply. Room fee is in addition to the minimum \$180 party minimum.
- Employees will give instruction and MONITOR your party. **They may not be in the area the entire time. If you need assistance, do not hesitate to ask any of our employees for help!**
- Unfinished pieces must be taken home. Party attendees may return to finish them on a separate visit at no additional charge.
- Please inform the employee monitoring your event how to bill your group (individual tickets vs. group payment) including any special instructions (i.e., splitting up the “guest of honor’s” bill among other guests, dividing the “Extra Time” fee, etc.) so they may get tickets ready while you paint.
- Arrangements can be made for individual pick-up ONLY with contact information for each guest’s piece. NO EXCEPTIONS.
- We are not responsible for food left in the refrigerator or freezer. Thanks!