

## **Terms & conditions** **and useful information**

Thank you for choosing Wot Pots to host your party.

By making this booking you are entering into an agreement with us and confirm that you accept and will abide by the terms and conditions.

Please read our terms and conditions below.

### **Booking Confirmation & Deposit**

A £40 non-refundable deposit is payable before your reservation can be confirmed as a booking. Non-receipt of deposit may result in cancellation of a booking slot. All bookings and receipt of deposit will be confirmed by email. Deposits are deducted from your final party fees on payment. Payment must be paid on the day.

Unfortunately we can't allow I.O.U's. We only accept cash or cheque.

### **Charges/costs**

Party prices range between £12 - £16pp depending on what party you go for. There is also a £20 party room hire charge.

This covers;

- exclusive use of the studio
- An hour given after the craft session for you to entertain your guests. You may bring your own party food, play with our fancy dress or play games
- Party decorations provided
- Party invitations
- Soft drinks

## **Cancellation**

If you need to cancel please contact us immediately. Please note that your deposit is not refundable or transferable to another slot. If we need to cancel for any reason we will contact you as soon as possible. We will refund your deposit in such circumstances.

## **Breakages**

You will be liable to pay for any damage of our stock, equipment and materials resulting from misuse or accidental spillage/breakage caused by yourself or your guests. The cost of any breakages will be incurred by yourselves.

You will not be responsible for any breakages caused by us. In the event of loss or damage of your pottery an exchange or refund will be given. However we can not take liability of breakages carried out in the kiln. Unfortunately this is the nature of working with ceramics and it is out of our control what happens in the kiln, we will however ensure advice and guidance is given while in the making of any clay work to reduce the risk of breakages in the kiln.

## **Liability**

We are not liable for loss or injury to any member of your party or any property, vehicles or possessions, unless proven to be caused by a negligent act by ourselves.

The customer further agrees that we shall not be responsible, accountable or liable in any way for bodily injury resulting from the misuse of any equipment supplied by us for use at your party.

## **House rules**

Children will be given a talk on house rules before the party begins. You are responsible in implementing this rules and supervising children at all time.

There must be no running in the studio, children must not climb the gates or trees and children must not go behind the studio. (For

adults we advise no high heels or open toed shoes in the studio)  
Please ensure one adult is supervising when children play outside.

We cannot take responsibility for all aspects of children's behaviour. Children must be supervised at all times, inside and outside the studio. Please be aware if children are disruptive they will be unable to participate. We do ask for supervising adults to help control any disruptive children so the party can run smoothly and be enjoyable for everyone.

We ask for a minimum of 2 adults to attend for ages under 10.

### **Required number of attendees**

There is a minimum of 8 people required for a party. If for any reason there are under 8 people taking part on the day 8 people will be charged for the party. There is a £12 charge per missing person.

### **Useful information**

#### **Pottery**

Once your pottery has been painted or your clay work made they will be put in the kiln to be fired. Once your pottery has been fired they are then ready to be picked up. Waiting time for painted pottery is a week and clay work 2 weeks.

Please be aware due to the large amount of pottery made in our studio we can not keep your pottery for more than 3 weeks after your given collection date.

#### **Food and Drink**

You are welcome to bring your own food to our studio for your party. We only allow the consumption of food and drink into the studio once the studio is clean and cleared up. No food is allowed to be consumed whilst working with clay or glazes. You are responsible of clearing away all rubbish but rubbish can be left with us to be disposed of.

We provide free tea and coffee and squash for your guests and also supply plastic cups, plates and cutlery if you wish to use them.

### **Parking**

Free parking is available outside the studio.

### **Invitations**

We provide free kids party invitations. Please get in touch if you would like these, if not already been offered to you.