



CLAY BIRTHDAY PARTY

WE ARE SO EXCITED TO CELEBRATE WITH YOU!

Your party includes a 1.5 hour program delivered by an instructor and a 1 hour room rental. You can begin setting up your party room 15 minutes before the start time of the program. Check in with the front desk when you arrive for more instructions!

***Please be advised that the following are NOT permitted:
balloons, sparklers, items that need to be pinned or nailed to the wall, anything hung from the ceiling ***



ADDITIONAL INFORMATION

GROUP SIZE

Maximum Party Size - 12 party participants with maximum group size of 24 people including parents and siblings.

At least 2 adults are required to stay with your group and help supervise during activities.

SPECIAL REQUESTS

To help us deliver programming that works for all members of your group, please inform us if there are any special needs in the group. This could include mobility issues, medical concerns, allergies, etc. Program content and locations can be changed to accommodate the needs of the group.

FACILITY GUIDELINES

Our facilities are shared spaces and so we ask that party guests respect the other patrons while enjoying the party.

PICKING UP YOUR FINISHED PIECES

Items will need approximately 2 weeks before before they can be picked up at either City Arts Centre. Your instructor will make arrangements with you during the Party.

PROGRAM CANCELLATIONS

You are required to provide written notice of cancellation of programs via email at artsattractionsbookings@edmonton.ca

Programs run rain or shine!

For programs cancelled with 8-30 days notice, 50% of the program fee will be charged.

For programs cancelled with less than 7 days notice, the full program fee will be charged.