

# GET READY FOR YOUR PARTY AT ARTKOOKOO

## ARRIVAL AND SETUP

Please plan to arrive **20 minutes before** the start time. Our team will be ready to help with any setup needs. If you need to drop things off before the party, please come at 10:30-11:00am or after 12:30pm on the day. Thanks.

## PARTY ROOM & AMENITIES

Your party room will be set up with **2-3 tables** (61cm W x 122cm L each), and please bring your own table cloth to decorate. A refrigerator for birthday refreshments (45cm W x 55cm H x 30cm D, maximum capacity) with freezer space (35cm W x 35cm H x 24cm D) can be used on site. It has a small freezer space for ice-cream cake.

## DECORATIONS

Feel free to bring decorations to personalize the space! We kindly ask to avoid confetti, glitter, and open flames for safety reasons. All wall hangings can be taped to the wall using masking tape or blue tac. **No strong tape allowed.** We include a welcome slideshow for our guests with your birthday child/s picture on it. Please email us an image of your child if you would like to put this up.

## PARTY FAVOURS

Each guest, including the birthday child, will receive a special favour gift (valued at \$15 RRP each), see below picture for reference. This is seasonal, so the character might change depending on stock. Height is around 6-8cm; width 5-6cm; and depth 5-6cm. No favour bags would be provided, but the favour set shall be able to fit in a small lolly bag. Please check with our staff for specifics.



*play to create*

**ARTKOOKOO** ART STUDIO

**STUDIO** Suite 8B, 38 Rowe Street, Eastwood, NSW 2112

**CONTACT** 0466 499 882

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## DRESS CODE

The dress code is Casual. Aprons will be provided for each child to keep their clothing clean during artistic activities, so they can enjoy the fun without worry! Depending on the type of activities, please be mindful that some paint/materials we use are permanent on fabric. It would be a good reminder for your guests to dress casually.

## E-INVITATION

We provide a pre-designed, customizable digital invitation template for you to share with your guests. Email us your child's name and age, and we can customise with your party details. Let us know if you'd like to receive it.

## PAYMENT

To confirm your reservation, kindly advise final guest number and complete the balance payment **7 days before the party date**. Accepted payment methods include bank transfer and online payment via the link in your invoice.

## PARKING

Street parking is available and convenient for drop-offs. Additionally, 2-hour free parking is available at:

- Eastside Gardens (62-80 Rowe St)
- Council Parking (71 Rowe St)

## OPTIONAL ADD-ONS

Extend your celebration! You can add an extra 30 minutes for just \$10 per person. Contact us if you're interested in extending.

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