

# FancyFace Booking Form

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In order to help your party or event to run smoothly there are a few points worth mentioning so I ask that all clients read and sign this form upon booking. Please tick the boxes alongside to show you have read and agree to each condition.

## Party Details

<b>Party Date</b>				
<b>Party Details</b>	<b>Birthday child</b>		Age: <input type="text"/>	D.O.B. <input type="text"/>
	<b>Birthday child</b>		Age: <input type="text"/>	D.O.B. <input type="text"/>
	<b>Time Start</b>	<input type="text"/>	<b>Time finish</b>	<input type="text"/>
	<b>No of Guests</b>	<input type="text"/>	<b>Age range</b>	<input type="text"/>
	<b>Theme</b>	<input type="text"/>		
	Around 10 faces can be painted per hour. If number of guests exceeds the amount of time, some children may not be painted. Please see Quality v speed below.			
<b>Address of Party</b>	<input type="text"/>			
	<input type="text"/>			
	<input type="text"/>		<b>Postcode</b>	<input type="text"/>
<b>Organiser Details</b>	<b>Organiser</b>	<input type="text"/>		
	<b>Telephone</b>	<input type="text"/>		
	<b>Email address</b>	<input type="text"/>		
	<b>Mobile Phone</b>	<input type="text"/>		
<b>Organiser/invoice Address</b>	<input type="text"/>			
	<input type="text"/>			
	<input type="text"/>		<b>Postcode</b>	<input type="text"/>
<b>Other contact details</b>	<b>2<sup>nd</sup> contact</b>	<input type="text"/>		
	<b>Mobile Phone</b>	<input type="text"/>		
	This is useful for last minute directions, late arrival etc just in case I can't reach you!			
<b>Travel Costs</b>	<b>Miles from CT10 3HL</b>	<input type="text"/>	<b>Rate Per Mile</b>	<input type="text"/>
	<b>Amount payable</b>	<input type="text"/>	Applicable only outside of my local area. Agreed in advance – otherwise leave blank. Please notify me in advance if I should expect to pay for parking.	

**Points to Note / Terms**

Quality V Speed	There are a limited number of faces that can be painted within a set time period but I will try to accommodate busy parties within reason as long as I'm not asked to compromise my designs. (Please tick the box to acknowledge terms)	<input type="checkbox"/>
Extra Time	You may request that the face painter stays longer than originally agreed; each hour will be charged at £30 or part thereof. Please note that the face painter may not be able to stay beyond the agreed time. The organiser pays the agreed amount in full even if the organiser uses the face painter for less than the time booked. The face painter can provide extra designs on guests if time allows.	<input type="checkbox"/>
Cancellation	If a booking is cancelled 7 days or less prior to the date of the event the full balance is payable. If the booking is cancelled 7-14 days prior to the event, 50% of the balance is payable. Any deposit paid remains non-refundable. Your deposit will be refunded if we make a cancellation; in most cases we will try to organise a replacement face painter/entertainer if required.	<input type="checkbox"/>
Informing Parents	It is the responsibility of the party organiser to ensure that all parents/guardians of children attending the party are informed that face painting will be part of the event. Furthermore, if a child is not to be painted for allergy reasons, please do not rely on the child to avoid the face painter, it would be wise to let the face painter know.	<input type="checkbox"/>
Child Supervision	For safety reasons we ask that children are not permitted to play in the work area. When painting it is important to be able to concentrate on the face so the face painter cannot supervise children. Children's safety and behaviour are the responsibility of the organiser or the parents attending the event. Any damage sustained to my kit by children attending your party will be charged for at cost.	<input type="checkbox"/>

**Fees & Signature**

Fees	Hours (min2)		Fee/hour	£	£ Total
	Deposit	£	Payable immediately to secure date (cheques accepted)		
	Remainder	£	Payable on the day (no cheques please)		
Organiser Signature			Signed by FancyFace		

Please remember to return this form within 7 days to secure your booking. Cheques should be made payable to **FancyFace** and posted to **FancyFace 25 Princess Anne Road, Broadstairs, Kent CT10 3HL**