# THE MUUD STUDIO POTTERY PAINTING PARTY ENQUIRY FORM

Thank you for considering us for your pottery painting party! To help us plan the perfect event for you, please provide the following details. Kindly note that an upfront payment will be required to secure your booking.

## YOUR EVENT DETAILS

1. **Proposed Number of Guests** Minimum of 10 guests

- Expected Attendance: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

2. **Proposed Date Options** Please provide at least two potential dates to give us flexibility in scheduling. We need 2 weeks notice.

- Option 1: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

- Option 2: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

3. **Proposed Time Options** Please specify preferred time slots

- Option 1: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

- Option 2: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

4. **Proposed Types of Pottery Items** A maximum of two items per party can be chosen. E.G: mugs, bowls, plates, figurines, etc.

- Item Ideas: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

5. **Event Description** Tell us a bit about your event—e.g., birthday party, team-building activity, family celebration and group age range. This is so we can find the best suited items for you.

- Description: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

## Your Contact Details

- Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

- Email Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

- Phone Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

## What Happens Next?

1. Once we receive your enquiry, we will check availability with the venue and review your proposed items and event details.

2. We’ll respond with:  
 - Available Time Slots  
 - Pottery Item Options  
 - Pricing Details

3. After you confirm and make payment, we’ll finalise the booking and send you all the information you need to share with your guests.

## Additional Information

* We require a minimum of 10 guests for exclusive use of the event space.
* We need 2 weeks notice to plan an event.
* An upfront payment will be required to secure your booking.
* If you have any questions, please contact us at Hello.MuudStudio@Gmail.com.