# Your Celebration with Fabby-Do!

We are looking forward to your celebration with Fabby-Do!

This document outlines the key items to consider as you plan for your big event!

#### **Confirm before Event - Headcount and Pizza Order:**

Your final headcount is due Wednesday before your event, along with your pizza order for Jules Pizza.

Your headcount is final, meaning you cannot add or subtract from order once it is placed. We can prep over 150 children in a weekend, and need exact headcount.

Crafts will only be available for the headcount provided. Additional attendees will not be included in the craft portion of the event.

Children who are absent can take extra craft kit home with them, or you may opt for gift certificate for balance to be used within a month of your party. (Note: party balance gift certificate will expire one month from party, no exceptions)

Pizza order must be placed through Fabby-Do, as we order our catering for clients for the full weekend, so Jules will deliver on time. Your pizza order is due to Fabby-Do on the Wednesday before your event.

# Party family arrival time:

#### Party setup:

You may arrive (no earlier than) 20 minutes before your party time to set up your event. Party entrance is in the back of the shop, at the top of ramp.

Back door is locked, but will open when party room has been disinfected from previous party, 20 minutes before your party time slot.

You may park in the back of the shop where it says Fabby-Do Parking.

### Party family to provide:

Party supplies to bring (Fabby-Do does not supply these items):

**Plates** 

Napkins

Flatware

Cake Serving-ware

Cake knife

Candles

Lighter for candles

Juice boxes or bottled water.

\*No open cups permitted in the store to cut down on spills with art supplies.

#### Party food:

You may bring individual pre-bagged snacks (example: small individual bags of Goldfish, Doritos, etc.). You may bring a cake, cupcakes, or cookies from a licensed bakery.

\*No other open food permitted of any kind, other than your licensed dessert. (example: NO open fruit trays, bowls of chips, open candy buffet, ice cream buffet, fast food platters like chick filet, etc.)

We network exclusively with our neighbor Jules Pizza for ALL licensed food. You may order anything from Jules Pizza menu including salads. Jules offers gluten and dairy free options.

Please note: No food or drink may be served during the craft portion of the event due to spills with craft supplies and cross contamination when eating or drinking with creating. We may use the same art supplies between parties and do our best to keep our supplies clean and free from germs.

# Party time schedule:

- Craft Party: 50 minutes (no food or drink served)

- Food and Drink: 40 minutes

- Total Party: 90 minutes

### Party decorations:

You may bring balloons, party banner, and table decorations for buffet table only. No table cloths needed.

No decorations may be taped to our walls.

No piñatas permitted.

Fabby-Do provides party favors and gift bags for all party clients, however, you may bring small party favors to accompany your party theme if you'd like.

(example: pre-bagged candy, small themed party favors)

### **Items prohibited:**

Costumes and other dress-up items purchased outside of Fabby-Do are not permitted. (examples: no tutus, princess wear, hair extensions, other themed dress-up attire, blowup accessories, etc., for children to dress-up during party is strictly prohibited)

Fabby-Do provides all dress-up experiences for our clients and have strict time allotment for our dress-up events.

Other items prohibited:

No photo booths, backdrops, balloon arches, large blowup props, no outside party entertainment vendors such as princess companies, face painting, balloon animals, etc, is prohibited.

## Parking:

We have parking for 5 cars in our lot behind the shop.

We recommend designating those spots for your family.

The driveway is to the left of the store. One way in, one way out.

Park only where Fabby-Parking signs are posted.

All other cars could be ticketed and towed.

Happy to assist you with any further questions! We are looking forward to celebrating with your family!