

The Makers Market and Workshops **Group Booking** guidelines

At The Makers Market and Workshops, we love hosting your special events in our workshop. Our goal is to create a wonderful atmosphere for you and your guests to get creative, create memories and enjoy togetherness. We have set up the following group booking guidelines that will help us achieve this together. The group booking option is a great way to secure seats for your group in our public workshops, so they're guaranteed to your group.

1. **Group Booking Option:** Reserved seats within a public workshop. Please call our shop for available times and dates. This is a great option to reserve seats for groups of 4 or more.
 2. **Deposits:** A \$50 Deposit is required to secure your GROUP BOOKING, please call our shop and speak with our booking coordinator for dates and times; 941.216.3384. If we are unable to answer the phone, please leave a message and we will get back with you as soon as possible.
 3. **Link for group:** Once the deposit is paid, we will create a booking link for your group within 24 hours. This is the link everyone in your party will use to register and pay for their project.
 4. **Group Booking Minimum requirement policy:** Please note, there is no minimum requirement for groups. The number of seats you request for your group, as the hostess you will be required to fill. Please only reserve seats for guests you have confirmed. **Cancellations:** Please note: ANY cancellations within your group must be filled to maintain the filled seat requirement
 5. **Registration:** We ask that your entire group, book at least 48 hours before your event. In the event you have cancellations from guests, this will give you a chance to try to find replacements, as all seats the hostess reserved, must be filled.
 6. **After minimum is met:** Once you have met your minimum (48 hours before event) We will leave registration open up until 24 hours before your workshop, in the event you have extra guests who would like to join your party. If any guests would like to book with less than 24 hours notice they will have to call the store to reserve their seat and they will only be allowed to do a 12x16 project with a design from our Open Paint gallery. This is dependent upon open seats in the workshop.
 7. **Hostess Free Project:** Group hostesses with 12 guests will receive their project for free, we will give you a code to use (up to \$45.00) to book your project. If you choose to make a larger project, you may pay the difference at checkout.
 8. **Party Cancellations and Reschedules:** Please note, The Makers Market has a no refunds policy regarding cancellations. If you need to move your party to another date, we do require at least 2 weeks notice. If the party is canceled, the deposit will be forfeited by the hostess.
 9. **Deposit Refund:** Once everyone in your group has booked, we will issue a code for the hostess to use (in the amount of the \$50 deposit) to book their project. If the hostess does not use the entire \$50, we will refund the balance to the original card or account used to pay the deposit. If the hostess would like to book a larger project, they will pay the balance at checkout. If hostess fails to fill all seats reserved, then the deposit will be forfeited. (Please note**We never like to see this happen)
 10. **Allotted time for parties:** The following are the **allotted times** for your group bookings from set up to break down;
 - **Weeknights:** 6pm - 10pm
 - **Saturday nights:** 5pm - 9pm
 - **Maker's Morning Out:** 10:30pm – 1:30pm
 - **Open Paint First Session:** 9:30am - 12pm
 - **Open Paint Second Session:** 12:30pm - 3pm
- A) As the host, you agree to have any food/drinks or anything you bring with you, cleaned up **within the allotted time**. We ask you to please respect the timeline given and pace yourself accordingly.