

## Information Pack



### Zippy Zappy Pot Painting Workshops Children's Services: Holiday & Youth Clubs, Schools, The Girl Guide & Scout Movement.

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#### Workshops: (arrangement)

Single Workshop  
Multiple  
1-2-1 Workshops

Run between 10 & 1pm. (Afternoons & evenings by prior

Up to 10 children in any one Workshop  
Up to 2 Workshops in any one morning can be booked.  
A max of 2 bookings can be made, up until 1pm

#### Duration:

Single & multiple sessions - Approx 1hr  
1-2-1 sessions - 1hr 30 m

Children per session:  
Age appropriate:

Min 8, max 10  
4+ (For ages 2-4 yrs - Contact Lynn to disc

#### Cost:

Single Workshop £65  
Multiple bookings £60 per Workshop when booking 2 or more  
1-2-1 sessions (1to3) £45 per Workshop

#### At our Zippy Zappy Workshops we provide:

- A 4"D terracotta clay plant pot prepared ready for painting
- A large choice of water based, acrylic paints
- Quality artist brushes of varying sizes & water containers
- Themed/Seasonal Zappy designs pre-drawn, or a choice of, depending on chosen/duration session
- A pride in our experience, with children; passionate & enthusiastic tutoring, in small manageable groups
- Fun, patience & 1-2-1 guidance for all abilities in a friendly social, relaxed & calming environment.
- Relevant certificates & insurance documents readily available



#### What we require:

- Tables & chairs arranged in a short run, a C or L shape, or as discussed
- Easy access to cold water & a sink.
- 45mins - 1hr set up time, 35mins set down time.
- A minimum of 40 mins between workshops when multiples & 1-2-1 sessions are booked.
- A minimum of 3 weeks notice on all bookings.



#### Our Terms & Conditions,

- ✓ A £65 non refundable deposit confirms your group booking(s....) For 1-2-1 sessions - £45 (Equates to **full payment if single or 1-2-1 sessions**) is required to guarantee your Workshop(s)
- ✓ Deposits received are acknowledged with a receipt via email within 48hrs after a transaction is cleared.
- ✓ Invoices for balances sent out no later than 14 days prior to the booked Workshop(s) day or 1<sup>st</sup> start day if

multiples booked.

- ✓ Balances must be paid no later than 7 working days prior to your scheduled single or multiple Workshop(s)
- ✓ Payment is via BACS. Full bank details & a reference to use are displayed on receipts & invoices.
- ✓ Cancellation/alterations by telephone & email no later than 10 working days prior to your Workshop(s) start day.
- ✓ **We are a small independent business, asking you to read thoroughly & respect our terms & conditions**

Thank you...Lynn

**Lynn Bingham is the founder & creator of Zappy designs, incorporating  
Zippy Zappy Pot Painting Parties for Children.  
Zappy Workshops for Adults,**