



## Sip 'n' Dip Australia

# Private Event Booking Form

This form is used to book your private event with Sip 'n' Dip. To book simply fill out this form and email it to [hello@sipndip.com.au](mailto:hello@sipndip.com.au) for processing.

If you are trying to book a group into a public event, DO NOT complete this form, go straight to the event and book and once all tickets are booked email [hello@sipndip.com.au](mailto:hello@sipndip.com.au) with all the tickets attached to have them grouped together.

Private events run for 2 hours (3 if meals are included)

Date that the event will be held (Please provide 3 dates in order of preference)	
Please circle your preferred start time	9am, 12pm, 3pm, 6pm
Mobile phone contact for the day	
Company Name / Group Name	
Reason for event / theme	
Name of person responsible for payment	
Phone number of the person responsible for payment	
Email for the person responsible for payment	
<b>Confirmed numbers (min 10 people)</b>	
Is this being held at a café/venue? If yes, which one?	
If this is another venue please confirm the address	
Any details we should know	

## CLASS

Your event can only have ONE project and ONE medium in any class, this means all your guests will complete the same project in their own colours. We cannot accommodate multiple projects in the same class, but you can choose to do two consecutive classes listed (one after the other, two consecutive classes takes between 4 – 5 hours.

**For projects not listed, please forward a photo and ask us for a quote** we can facilitate any of the hundreds of classes on our roster.

**Please note that the pricing for private groups is significantly higher than publicly listed events, this is to cover the additional costs associated with resourcing, admin, facilitation and for a dedicated teacher for your group** if you would like your event at public prices, please discard this form and book your group into a publicly listed event.

Note we do have an option to book a private teacher into a public event for \$200 + travel, depending on the size of your group this may be a happy medium. The class will still proceed as a group following the public event teacher's instruction, but you will have a dedicated teacher standing at your table for the duration of your event to assist you.

**\*\*\*Meals are on top of these prices\*\*\***

Project	Number required
Sip and Paint - \$55 pp	
Resin - Mini Cheeseboard + 2 Coasters \$ 75pp	
Resin – Bubble Stud Making 12 pairs \$65pp	
Alcohol Ink – 2 x planters \$75pp	
Polymer Clay – Earrings (make 12 pairs) \$65pp	
Kokedama – make x1 succulent Kokedama \$65pp	
Candle Making – 3 glass jar candles \$95pp	
Melt and Pour soap – 6 bars \$95pp	
Still Life charcoal (fruit and bowls) - \$55pp	
Watercolour paint class - \$55pp	
DIY project Resin (200m pp) \$65pp	
DIY project ink \$65pp	
Another project (customer request)	Quoted based on project

## OR

Requirements	URL OR date/time/location
Link to the publicly listed event that you would like your dedicated teacher booked for	

## FOOD

If you are booking an event at a venue (café/restaurant) this charge is mandatory for every attendee and depends on the venue you choose (they range between \$25-\$35) this per head charge is discounted and is in lei of a venue hire fee which usually ranges between \$300 - \$1200 depending on the venue) and this portion of the ticket is payable on the night of the event, paid direct to the venue.

For private events booked at a studio or in your home/office or as part of a picnic and paint event the additional options are also below, note that we (Sip 'n' Dip) cannot provide alcoholic beverages outside of licenced venues detailed above, but they can often be purchased at the venue or BYO may apply:

Option Available	Number required
<p>Venue provided dinner and glass of wine per person - Priced between \$25-35pp (TBC)</p> <p>Ranges from platter style, to plated meal, to alternate drop depending on the venue and house wine/soft drink – see chosen venue for datary requirements</p> <p><b>This number must match the number of attendees for venue-based bookings. <u>Only available at venue based bookings.</u></b></p>	
<p>Charcutier Box for 1 + soft drink \$19.50</p> <p>This includes Wafer crackers, bree cheese, mild salami, mixed olives, twiggy sticks, cabanossi.</p> <p>For this option we cannot accommodate dietary requirements, price based on volume order – <u>only available for private events outside our venues.</u></p>	
<p>Larger Catering box/tables</p> <p>Various dietary options available - <u>only available for private events outside our venues.</u></p>	<p>Please order directly here <b><u>once your booking is confirmed</u></b> and bring with you to your event:</p> <p><a href="https://www.myalterego.com.au/grazing-boxes/">https://www.myalterego.com.au/grazing-boxes/</a></p>



## ADD ONS

We have a variety of add on options available depending on your requirements see options below:

Option Available	Number Required
Drag Queen Entertainer + \$300 1 hour + Travel Charge (\$50)	
Private Teacher in a public event + \$200 (2 hours) + Travel Charge (\$50)	
Boho Picnic Styled low tables and pillows + \$15pp rental hire + \$50 set up /pack down/cleaning charge	
Bell Tent Hire (2 x 4m tents available) +\$250 for 2 hours per tent Price includes set up / pack down	
Nude Still Life Model +\$200 for 2 hours Male or female (note these are not strippers, they are professional models and regular people/bodies, female models will wear nude coloured bottoms)	
Paranormal Investigation + \$350 Pariah Paranormal provides a paranormal investigation on site (electronic 'Ghost Hunting' based tour/investigation not theatrical/historical talk tour)	

Don't see what you are looking for? Ask us for a quote, we have a longer list of suppliers we use for one off events and would be more than happy to assist.



## TERMS AND CONDITIONS

Private events with Sip 'n' Dip are governed by the same terms and conditions as all other events. You can read the full terms and conditions located in the following areas:

- Listed on this link <https://www.sipndip.com.au/refund-policy>
- At the top header of our website <https://www.sipndip.com.au>
- From the menu on our website <https://www.sipndip.com.au>
- When your booking link is issued you can also locate it on that link in 3 locations

I understand and agree that there are terms and conditions that apply to any booking I decide to progress and that I have been provided a link (above) to and subsequently read the terms and conditions and understand the **refund policy** which includes the following important terms expanded on below:

- That I will pay a non-refundable deposit for this event for the number of people I commit to which is payable within 7 days of making my booking, I can purchase these tickets for everyone or circulate the payment link for everyone to pay their deposits direct – but the minimum of 10 or the number you commit to must be paid for in 7 days.
- I need to provide 7 days notice if my numbers increase significantly (to allow Sip 'n' Dip to source materials) in the case that there is not enough stock available at such short notice, I agree to a substitute.
- If there is an act of god (like flooding) or a societal lockdown (like covid) that prohibits the event from proceeding, my event will be rebooked and anyone who cannot attend will be issued a credit note usable in our network of classes locally.
- If I cancel this event inside of 7 days, I will forfeit my deposit (monies collected for this event to date) paid in full which will be used to recover lost monies spent on stock for your event. There will be no refund payable.
- The minimum number of attendees is 10 people, if fewer people attend, I will be still be required to purchase 10 tickets.
- If your guests no-show for this event without 7 day's notice, they will forfeit their deposits paid – refunds will not apply.
- I understand that I am responsible for a reasonably accurate booking size - if my initially committed number of attendees changes by more than 5 I may be charged (and agree to pay) a fee to cover stock pre-purchased for the number I committed to initially in order to recover lost monies and time spent acquiring and paying for stock for my event.
- I agree if my group is not arrived and ready to commence at the agreed time, a fee of \$50 per hour prorated will apply for any time waiting and be invoiced after the event.

## CONFIRMATION & AGREEMENT

After you sign below and submit this form, the owner of the Sip 'n' Dip area near you will review and send you a formal quote via email with confirmation of the date for you to accept.

I understand the cost per ticket to be the following x the number of attendees:

DEPOSIT DUE (CLASS FEE - Page 2)	
	+
FINAL PAYMENT (MEALS - Page 3)	
	=
<b>TOTAL PRICE PER PERSON</b>	<b>\$ Per Guest</b>
<b>REQUESTED ADD ONS</b>	<b>\$ Total Fee</b>

You can tentatively hold a proposed date for 24 hours, but after 24 hours the date/time will go back into circulation, this is particularly important for peak periods where available bookings are very limited due to Christmas peak dates often being booked and paid for as part of EOFY.

### Deposits are due in 7 days.

Once you have confirmed you would like to proceed, we will send you a copy of the event listing/booking link. You are required to check the listing and confirm in writing that it is as you requested.

Provided the link and details are accurate, you have 7 days to ensure you have paid the deposit for your booking, or to circulate the link to allow others to book in direct.

In signing this document, I agree to everything listed above, and that I will await the quote confirmation email which will outline my quote and confirm the costs and allow me to formally accept the booking once all costs have been confirmed for me.

**This booking form does not constitute a booking made, just a booking request until the quote has been accepted in writing by me and confirmed by Sip 'n' Dip.**

Date:	
Name:	
Signature:	