



**Academy of Performing Arts**  
**Home Of Lone Star Jazz**

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281-681-8323

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[www.lonestarjazz.com](http://www.lonestarjazz.com)

## **LET US DO ALL THE WORK AND YOU RELAX AND ENJOY THE PARTY**

### **WE PROVIDE:**

1. 1.5 hours of Party Space in the Air Conditioner (no worry about rain)
2. 1 Party Host
3. 1 Assistant Party Host
4. All Set Up for Party
5. Instruction for Activities/Dance
6. Gift List (we make a list gifts and who they are from)
7. Name Tags for each guest
8. Set Up of Tables
9. Set Up of Chairs
10. White Table Cloth
11. Birthday child will receive a gift from studio.
12. Placemat for each child in attendance (which doubles as a 1 WEEK VIP PASS for FREE class(es))
13. Invitations & Studio Waiver (on website for you to download)
14. Print release on the back of invitation, as not to lose them, must be brought with them to the party in order to participate.
15. We pack up gifts in your car while you are saying good bye to guests
16. We do all Clean Up.

### **PARENTS ARE RESPONSIBLE FOR:**

1. You have to fill out reservation form make payment, send out invitations either via email or print and give out.
2. Order snacks and bring them with you or have delivered
3. Bring small cooler with individual juice boxes, bottled water, or sodas.
4. Bring your camera and relax.
5. End of Party finishing your paperwork and your balance is due.
6. Tips are appreciated; the studio cannot take any tip payment. Tips must be paid in cash to your party host and party assistant we recommend cash and 10%-20% is customary.

**DECORATIONS:** if you want anything different bring it up to the studio prior to the party in a box with your party name on it with a phone number and day and time of party. Our staff will then have room decorated when you arrive.

**BIRTHDAY SNACKS:** (We ask for no cake the crumbs get everywhere.)

We recommend Baker Susan O'Donnell call 281-513-9067 for pricing, she has ideas/designs for each theme. She will deliver to the studio on day of your party please coordinate time with her.

### **MENU ITEMS:**

Individual sugar cookies,  
Big cookie cakes,  
Double doozies cookies – (2 cookies with crème in the middle)