



The Sawdust Factory

Signature requested on May 18, 2022

1st Grade Painting Event

Business: The Sawdust Factory

info@thesawdustfactory.com

1525 Howard Access Rd, F, Upland, CA, 91786

(909) 946-0866

Recipient: Valleydale Elementary School

Kbelling@azusa.org

This contract is between The Sawdust Factory (the "Business") and Valleydale Elementary School (the "Client") dated 05/18/2022.

Terms

Thanks So Much for Booking an On-Site Event!

Thank you for choosing The Sawdust Factory for a painting event at your location! We would just like to go

over a few things before your event to make sure it all runs smoothly and we have a group of happy painters! We've explained a few things below that we need from you, and a few things that are included from The Sawdust Factory. Please take a moment to look over and confirm the agreement.

Thanks so much for your time and we can't wait to paint with you!

On-Site Events Include:

- A project for each paid participant
- Table coverings for the painting tables
- Paints, brushes and all the supplies needed to complete a project.
- Sawdust Factory staff at each station: Painting, Customizing & Putting it Together
- Extension cords
- Set up and clean up of The Sawdust Factory provided items

Recipient initial

School Must Provide:

- The Sawdust Factory team will arrive at the location approximately 1 hour prior to the event to set up. Please provide a staff member to let The Sawdust Factory into the location.
- Tables and chairs for all painters (tables with benches attached are acceptable)
- 4 to 6 tables without seating for The Sawdust Factory to use as workshop stations (6’ or 8’ foot tables)
- Two areas with electrical outlet access (1 for “Dry it!” Station and 1 for “Put it Together!” Station)

Recipient initial

Student Count

Upon arrival we need an accurate count from each teacher or group leader of how many students are present and how many are absent.

Options for absent students:

1. No project (non-handprint projects only)
2. Take the unfinished project of the absent student to paint in class
3. Have a parent or teacher paint it at Sawdust Factory during field trip.

Recipient initial

Volunteers

We recommend no more than four parent volunteers per class.
Volunteers will be asked to help at a few stations during the event.

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Payment: Invoice

The Sawdust Factory will submit an invoice following the event. Please provide The Sawdust Factory with an email address and name of the person in charge of payment.

Recipient initial	
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Signatures

This contract may be signed electronically or in hard copy. If signed in hard copy, it must be returned to the Business for valid record. Electronic signatures count as original for all purposes.

By typing their names as signatures below, both parties agree to the terms and provisions of this agreement.

Business signature

Owner name	Heidi Stone - The Sawdust Factory
Owner signature	<i>Heidi Stone - The Sawdust Factory</i>
Business date signed	05/18/2022

Recipient signature

Recipient name	Norma Carvajal - Camacho
Recipient signature	
Recipient date signed	