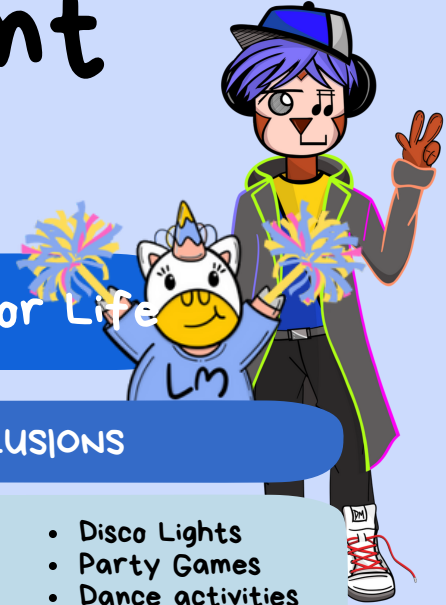


# Entertainment Package 2



## DANCE CLASS PARTY - At Move For Life

### DURATION

**1 hour of party entertainment**

We have teaching staff on site for minimum one hour for in studio parties to lead the attendees through a variety of activities and games

If you would like entertainment extended please contact our admin for your options

### INCLUSIONS

- Entertainer
- Pom poms
- Ribbons
- Scarves
- Beanbags
- Parachute
- Limbo Stick
- Large Speaker
- Curated Playlist
- Disco Lights
- Party Games
- Dance activities
- Bubbles/bubble machines
- Smoke Machine
- 1-3 staff (depending on party size)

### Entertainment Schedule:

Introductions - Let's get to know the Party Star and make sure all the kids and MFL Staff are happily acquainted

Let's get started - We warm up with some fun warm up dance games to the party stars favourite tunes. Let our MFL Staff guide the kids through fun, achievable dance moves and challenges to get kids moving and enjoying the music.

Dance games to suit everyone. The MFL staff will lead the kids through awesome dance based games such as musical statues, balancing relays, body percussion and musical races.

Learn some fun dance routines! Kids will learn a dance routine to a fun song. It is achievable in a short amount of time and is so much fun to perform

Learn some easy dances! When they are getting good really good, they can do Super SPEED!!!!

Prop Fun - using a bunch of fun props we pump it up to really get the party going whether its parachutes, costumes, pom poms the kids are guaranteed to have a blast!

LETS GET CRAZY! BUBBLES AND FREE DANCING

HIGH FIVES AND BIRTHDAY HUGS

### Optional Add Ons:

**Festival Face Glitter Station**

Add 15 mins  
\$40 per child

**Bubble Station**

Add 15 mins  
\$300 per session

**Temporary Tattoo Station**

Add 15 mins  
\$40 per child

**Disco Session**

Add 15 mins  
\$500 per session

\*Optional Add Ons incur extra cost

# Party Planning Guide

## Choose your Date & Time

### Party Overview

Style: Dance Class Party

Theme: Choose your theme

Location: We can come to your location OR we can host at our awesome studio space in Sheung Wan

### Planning Guide

Fully engaged party entertainment should last no longer than 1 hour - kids can't/don't want to focus for much longer than that

If you want to extend the party activities consider adding one of add ons like glitter, bubbles or tattoos - these activities are fun and guided but allow much more down time or self directed engagement

At our venue we recommend Parties without food to last for 2-3hours and parties with food to last minimum 3 hours. This allows for late comers and no need to rush any sections

We can help with sourcing, planning, set up and pack down so if you're feeling overwhelmed let us know and we will do our best to assist

## To Do List

### Before the Party

- Submit booking form
- Confirm date/time
- Confirm attendees
- Confirm party style/add ons
- send in song requests
- Confirm catering if/any
- Confirm Schedule
- Pay Invoice

### Day of Party

- Make a whatsapp group with your guests to make communication super simple
- Arrive 15mins early
- Add final decorative touches
- HAVE FUN!

# Detailed Itinerary

**EXAMPLE**

Venue: MFL HQ

Duration: 3hrs

Booked Time: 2-5pm

**Set Up**  
2pm

Party hosts arrive to double check the space and prepare any final touches like personal decorations, cake placement, etc

**Welcome**  
2:30pm

Party guests arrive to music playing and balloons in the room, kids are encouraged to play freely from the minute they arrive

**Let us entertain you!**  
3-4pm

**Introductions** - Let's get to know the Party Star and make sure all the kids and MFL Staff are happily acquainted

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**HIGH FIVES AND BIRTHDAY HUGS**

**Cake Time**  
4-4:30pm

We will help you to segue into the cake cutting and photo taking. During this time we will sing happy birthday, take group photos and get all of the kids flying high on sugar!

During this time we will place our dance props around the space and have music playing quietly so that kids that want to have a bit of free play fun can do so.

**Free play & Goodbyes**  
4:30-5pm

During this time we will place our dance props around the space and have music playing quietly so that kids that want to have a bit of free play fun can do so.

Party guests will begin to depart, music volume will start lowering

**Pack Down**  
5-5:30pm

Hosts will have 30 minutes to gather all of their belongings, gifts, leftover cakes etc once party guests have left

Please note that this is a guide and may be altered to suit the flow of your event better. If you have added any extra services these can be slotted in before or after the main disco party, depending on the service the disco party will be reduced to 50mins

# Things to consider

## When booking MFL HQ

### Things to consider when booking the space -

Do you want to have a meal during this time or do you have a special set up you want to instal? Studio booking of 3 hours may not be enough time for that to happen comfortably (remember you can only enter the space at the start of your booked time) so consider all of the things you think you will need and book your time accordingly.

#### Arrival/Set Up

How much time will you need to add finishing touches and to get settled before guests arrive?  
Do you have outside vendors coming in? Do they have set up requirements or need set up time reserved for them?

#### What will it look like

Outside of our basic set up of soft floor mats, kids tables and chairs with colouring, a slide, lego and plastic toys what do you want in the space?  
Do you want a balloon set up?  
Do you want a personalised birthday banner?  
Do you want/have personalised decor that you want to go up?  
Do you want to do this yourself or would you like us to do this for you? (we require 3 weeks notice to personally decorate the space)  
Do you need use of the lobby area as well as the studio and kitchen?  
Do you need tables and chairs for adults?  
Gift table?

#### Food

Do you have a cake that you would like to serve? Tableware (apart from glassware) is not provided so you will have to organise tableware  
Do you want to have lunch or afternoon tea? We do not cater but we can recommend some great options!

#### Outside Vendors

Do you want to bring an outside vendor in, like an ice cream cart, a magician or some character actors? We are super welcoming to all other vendors but please factor in their individual requirements and the set up time they will require so that we can make sure they have everything they need.

Check out our list of outside vendors and caterers that we think are pretty special - [HERE](#)

# Terms and Conditions

## Booking

All bookings must be made via the online booking form, bookings attempted via email/whatsapp or other avenues will not be accepted

Bookings will be confirmed via email within 48hours (bookings made on weekends will be confirmed within 2 business days).

## Payment

Teachers and materials are allocated to parties at the time of confirmation, all agreed sessions must be paid in full 7 days before the booking date. Unpaid sessions are not confirmed and staff availability will not be guaranteed until payment has been received

All payments should be completed online, cash and cheque will only be accepted if agreed previously with administration.

Party fees are determined by threshold of number of students in attendance ie. up to 10, 11-20, 21 to 30. After booking we must be informed of any extra attendees, if extra attendees increase to a higher fee threshold Move For Life must be notified and the fee difference must be paid in advance to ensure adequate staffing and material provision.

If extra attendees are present on the day of service they must be paid via cash, cheque, bank transfer, FPS or Payme prior to service provision. If payment is not made Move For Life reserves the right to refuse service.

## Cancellations

Cancellations made 7days in advance are eligible for a full refund

Cancellations made between 7 days and 72 hours in advance are eligible for a 50% refund

Cancellations made within 72 hours of the party date are non-refundable - Non refundable cancellations may be rescheduled.

Cancellations made by Move For Life are eligible for a full refund

## Force Majure Cancellations

Party cancellations due to: social unrest; government closures; inclement weather can be rescheduled for another suitable date.

## Materials:

Move For Life will provide adequate staff and all required materials to deliver the specified service