

Thanks for booking with Cook Stars!

Please note the following:

Ovens:

We have portable ovens that we can provide. Please speak to us to see if they are suitable for your party.

Buffet:

All party options include party food and drinks. For the Cupcakes party and high tea hot chocolate is provided.

At the Little Italy pizza party guests eat the pizza they have made along with garlic bread, crudities and DIY ice cream sundaes.

Teddy bears picnic - children eat the food they have made plus crudites.

Mexican experience – children eat tacos they have made and churros for dessert.

The Little cookies, cheesecake and experimenter options include the following party buffet:

Sandwiches (2 choices of fillings)

Mini-Cheese Board (cubes of cheddar, halved grapes, crackers) Crudités (includes carrot sticks, cucumber sticks & tomatoes)

A selection of biscuits and cakes A selection of crisps

Jugs of sugar-free squash

Games / activities for all party package options:

Depending on the type of party package you choose your child's age and the number of guests, we will choose from the following games when we are planning your party.

*Making edible accessories e.g. strawberry lace necklaces decorated with circular cereals and sweets.

*Feely box game. Try and guess what you're feeling in the box.... Are they worms or just spaghetti??!

*Blindfold taste test – can you guess what you're eating?!

*Pass the parcel / Musical bumps / Musical statues

Terms and Conditions:

A deposit of £50 is required to secure your booking. Please send this booking form along with the payment and we will send confirmation once these have been received. Your invitations will be sent shortly after.

You will be notified of the remaining balance 1 week before your party booking when final numbers are confirmed and finalised. The remaining balance is payable 1 week prior to the party. Please note – it is not possible to refund any monies for non-attendance (for example if someone does not come along to the party).

Kindly send a cheque made payable to 'Cook Stars XXXX' to: Cook Stars FRANCHISE, ADDRESS. Alternatively, you can pay electronically.

Our bank details are:

Cook Stars FRANCHISE, sort code XX XX XX Account Number XXXXXXXXX

NB. It is important that you let us know in advance of the party of any children who have food allergies, food intolerances or special dietary requirements. We ask that you seek confirmation from all parents of any dietary restrictions. You will be sent a form for completion along with your invites for all such guests. We may ask for more information about this to ensure the safety of our party guests and may require written consent from parents.

By signing below, you explicitly consent to us processing the personal data you have included in this form in accordance with our Privacy Policy that is set out overleaf.

We may from time to time send you details of our goods or services that we feel may interest you, including promotional offers (such as free classes, or our 'bake with a buddy' voucher to receive amazing free gifts) by email or post. You may opt out of receiving such communications at any time. If you would NOT like to receive such offers, please tick below:

☐ by e-mail

☐ by post

Please note:

Children are not permitted to eat raw egg during food preparation.

The safety of children is paramount to us, and we will do everything possible to ensure their safety. Please note, it is your responsibility to ensure good behaviour of the children during the party.



I agree to the terms and conditions above:

Date:

Privacy Notice

1. How we use your personal data

We are committed to protecting your personal data.

The only data we collect from you is as submitted by you on the form overleaf.

We will use your non-sensitive personal data to (i) register you as a new client, (ii) manage payment, (iii) collect and recover monies owed to us (iv) to manage our relationship with you, (v) send you details of our goods and services.

Our legal grounds for processing your data are in relation to points (i) to (iv) above are for performance of a contract with you and in relation to (v) above, necessary for our legitimate interests to develop our products/services and grow our business.

We will not share your details with third parties for marketing purposes except with your express consent.

2. Disclosure of your personal data

We may have to share your personal data with (i) service providers who provide IT and system administration support, (ii) professional advisors including lawyers, bankers, auditors and insurers (iii) HMRC and other regulatory authorities (iv) third parties to whom we sell, transfer or merge parts of our business or our assets

We require all of these third parties to whom we transfer your data to respect the security of your personal data and to treat it in accordance with the law. They are only allowed to process your personal data on our instructions.

3. International transfers

Some of our third party providers are businesses outside of the EEA in countries which do not always offer the same levels of protection for your personal data. We do our best to ensure a similar degree of security by ensuring that contracts, code of conduct or certification are in place which give your personal data the same protection it has within Europe. If we are not able to do so, we will request your explicit consent to the transfer and you can withdraw this consent at any time.

4. Data security

Protecting your data is important to us and we have put in place security measures to prevent your personal data from being accidentally lost, used or accessed in an unauthorised way, altered or disclosed. We also limit access to your personal data to those employees, agents, contractors and other third parties who have a business need to know such data. They will only process your personal data on our instructions and they are subject to a duty of confidentiality.

We have put in place procedures to deal with any suspected personal data breaches and will notify you and any applicable regulator of a breach where we are legally required to do so.

In certain circumstances you can ask us to delete your data. See the section entitled 'your rights' below for more information.

We may anonymise your personal data (so that you can no longer be identified from such data) for research or statistical purposes in which case we may use this information indefinitely without further notice to you.

5. Data retention

We will only keep your personal data for as long as is necessary to fulfil the purposes for which we collected it. We may retain your data to satisfy any legal, accounting, or reporting requirements so for example we need to keep certain information about you for 6 years after you cease to be a client for tax purposes.

You have the right to ask us to delete the personal data we hold about you in certain circumstances. See section 6 below.

6. Your rights

You are able to exercise certain rights in relation to your personal data that we process. These are set out in more detail at <https://ico.org.uk/for-organisations/guide-to-the-general-data-protection-regulation-GDPR/individual-rights/>

In relation to a Subject Access Right request, you may request that we inform you of the data we hold about you and how we process it. We will not charge a fee for responding to this request unless your request is clearly unfounded, repetitive or excessive in which case we may charge a reasonable fee or decline to respond.

We will, in most cases, reply within one month of the date of the request unless your request is complex or you have made a large number of requests in which case we will notify you of any delay and will in any event reply within 3 months.

If you wish to make a Subject Access Request, please send the request to **[INSERT YOUR ADDRESS]** or email **[INSERT RELEVANT EMAIL ADDRESS]** marked for the attention of the Data Compliance Officer.

7. Keeping your data up to date

We have a duty to keep your personal data up to date and accurate so from time to time we will contact you to ask you to confirm that your personal data is still accurate and up to date.

If there are any changes to your personal data (such as a change of address) please let us know as soon as possible by writing to or emailing the addresses set out in section 6 above.

8. Complaints

We are committed to protecting your personal data but if for some reason you are not happy with any aspect of how we collect and use your data, you have the right to complain to the Information Commissioner's Office (ICO), the UK supervisory authority for data protection issues (www.ico.org.uk).

We should be grateful if you would contact us first if you do have a complaint so that we can try to resolve it for you.

We may change this Privacy Notice from time to time and shall notify you of any changes.