



# **CRAFTSFORGREEN MAKE 'N' GO**

*corporate terrarium and floral workshops*



**FOR "MAKE AND GO" WORKSHOPS, KINDLY PROVIDE BELOW**

**INFORMATION IN ORDER FOR US TO GENERATE A QUOTE.**

If you don't have any of the below info, please provide us with a dummy template to quote for first. The scale of these events are usually big and the quote is dependent on several factors.

Also note that you will have to commit to the informed order quantity, even if actual turnout is lesser. We can pack excess materials as DIY kits.

### **1) Type of workshop**

e.g. Small egg terrarium workshop

Kindly refer to this catalogue and pick a workshop which you want us to quote for.

### **2) Total no. of pax**

e.g. 300 pax

Order quantity is the most important factor determining the price. The higher the order quantity, the lower the price.

### **3) Budget/pax**

We have many options so telling us a budget range will help us to propose something suitable.

### **4) Table size and maximum pax that your space can accommodate at any point of time**

e.g. One 1.2x0.6m tables and 6 chairs per table

If your event space is small, it means the event may drag over a longer period of time in order to clear the pax. This will affect our manpower cost.

### **5) Schedule of event**

e.g. 12 Aug Sat and 13 Aug Sun

150 pax per day

11am - 4pm for Sat, 11am-4pm for Sun

Lesser no. of trips will mean lesser transport cost and shorter hours will mean lesser manpower cost incurred.

### **6) Any breaks whereby there will be no pax crafting**

e.g. during 12-1pm, no pax

This affects our manpower costs. For e.g., if there's a 4-hour break in between 2 sessions, we will still incur manpower cost even if they are not working at the booth. It will also help us to plan no. of facilitators as our staff have to take turns to go for lunch.

### **7) Any manpower you can provide**

e.g. 2 volunteers will be present which will help us to guide the pax

The steps for make and go workshops are normally very simple and we can brief the volunteers on the spot. If you have any volunteers which you can provide, we can offer you a better quote because we will incur lesser manpower cost.

### 8) Any logistics storage you can provide and how big is the space (for multiple-days event)

e.g. about 2m x 2m space

If we can store logistics after day 1, our staff can go straight to venue on day 2, and we also save on transport to your event on day 2. So we can offer you a better quote.

### 9) Do you need paper bag?

For some events, participants are already given a bag which they can use to place their terrarium. If you don't need us to provide paper bag, we can offer a better quote.

### 10) Do you need customisation for the paper bag?

Any customisations required e.g. printing logo stickers will incur extra costs.

Also, it will be good if you can let us know if it's fine for us to use Craftsforgreen paper bag, or you need us to use a plain white bag with no branding.



### 11) Do you have your own staff to manage the crowd? And what will be the crowd management plan for that day?

e.g. volunteers will give each pax a redemption coupon

If you need us to provide manpower to manage the crowd, kindly let us know.

### 12) What's the location of the workshop?

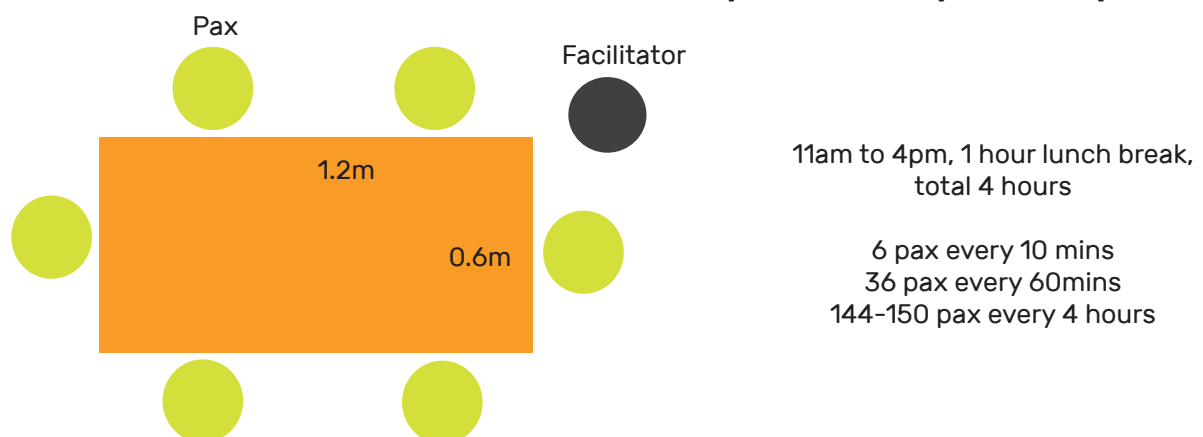
If it's nearer to our office, we might be able to provide a better quote.

### 13) Must participants strictly make on the spot or they can bring the kit home?

If they are allowed to bring the kit home, the event flow will be faster.

### 14) Any restrictions on craft time? e.g. each person cannot spend more than 15mins, or less than 15mins

**We will use the above info and draw up an event plan for you:**



## SMALL PLASTIC EGG TERRARIUM WORKSHOP



### Duration of make and go workshop:

10mins/pax

### Cost includes:

- Plastic egg container (7cmW x 9cmH)
- 1 stalk of fittonia
- 1 economical farm animal figurine
- Blue, rainbow, yellow sand
- Tiny pebbles
- Potting soil
- Paper bag
- Care tips
- All tools and materials
- Manpower
- Plastic table sheets and thrash bags

### Lead time:

50% deposit or email confirmation 4-5 weeks before event/delivery

## LARGE PLASTIC EGG TERRARIUM WORKSHOP



### Duration of make and go workshop:

15 mins/pax

### Cost includes:

- Plastic egg container (9cmW x 11cmH)
- 2 stalks of fittonia
- 1 house figurine
- 2 economical figurines
- Blue, rainbow, yellow sand
- Tiny pebbles
- Potting soil
- Paper bag
- Care tips
- All tools and materials
- Manpower
- Plastic table sheets and thrash bags

### Lead time:

50% deposit or email confirmation 4-5 weeks before event/delivery

## SMALL TERRACOTTA POT PAINTING WORKSHOP [BAK CHOY SEEDS]



### Duration of make and go workshop:

20mins

### Cost includes:

- Terracotta pot 6.5cmW x 6.5cmH
- Care tips
- Acrylic sticker stencils
- 1 paint set
- Bak choy seeds
- 1 economical figurine
- Paper bag
- Care tips
- All tools and materials
- Manpower
- Plastic table sheets and thrash bags

### Notes:

Workshop location must be near water source as we need to change water during workshop

### Lead time:

50% deposit or email confirmation 4-5 weeks before event/delivery

💧 every 2-3 days ☀️ right beside windows/office table

## SMALL TERRACOTTA POT PAINTING WORKSHOP [SUCCULENT]



### Duration of make and go:

20mins/pax

### Cost includes:

- Terracotta pot 6.5cmW x 6.5cmH
- Care tips
- Acrylic sticker stencils
- 1 paint set
- 1 pot of succulent
- 1 economical figurine
- Paper bag
- Care tips
- All tools and materials
- Manpower
- Plastic table sheets and thrash bags

### Notes:

Workshop location must be near water source as we need to change water during workshop

### Lead time:

50% deposit or email confirmation 4-5 weeks before event/delivery

## SMALL DOME DANDELIONS WORKSHOP

UNIQUE

### Duration of make and go workshop:

20mins/pax  
(dandelions and preserved moss already pre-set)



### Cost includes:

- 1 dandelion
- 1 glass dome with wooden cork 7x12cm
- Grey sponge
- Dried flowers
- Preserved moss
- 1 figurine
- Paper bag
- Care tips
- All tools and materials
- Manpower
- Plastic table sheets and thrash bags

### Lead time:

50% deposit or email confirmation 4-5 weeks before event/delivery



# AIRPLANT DRIFTWOOD WORKSHOP

UNIQUE



**Duration of make and go workshop:**

15mins/pax

**Cost includes:**

- 1 airplant (different sizes)
- 1 driftwood (8-11cm)
- Preserved moss
- 2 large pebbles
- 1 figurine
- Paper bag
- Care tips
- All tools and materials
- Manpower
- Plastic table sheets and thrash bags

**Notes:**

Workshop location must have powerpoint for hot glue guns

**Lead time:**

50% deposit or email confirmation 4-6 weeks before event/delivery, depending on order quantity (please check with us and we'll advise inventory status).