

## Craft Room Equipment & Resources Request Form

*This form is only needed if you wish to use items that need to be pre booked or you will need large quantities of a resource.*

*Please see craft room resources and equipment list for more details.*

***Please return this form at least 2 weeks before your arrival.***

Resource	Please tick items required	Quantity (If indicated this is required)	Charge
Metallic Felt Tip Pens			<i>No Charge</i>
Thin Card <small>In a selection of colours. Please indicate quantity (A4 size)</small>			<i>No Charge</i>
Medium Card <small>In a selection of colours. Please indicate quantity (A4 size)</small>			<i>No Charge</i>
Shiny Paper			<i>No Charge</i>
Tissue Paper Squares <small>In a selection of colours and sizes</small>			<i>No Charge</i>
Tissue Paper Circles <small>In a selection of colours and sizes</small>			<i>No Charge</i>
Coloured Sticky Backed Plastic			<i>No Charge</i>
Rolls of white Paper <small>In a selection of widths</small>			<i>No Charge</i>
Newspapers <small>Please indicate if you are going to use the stix machine</small>			<i>No Charge</i>
Christmas Card Fronts			<i>No Charge</i>
Sequins			<i>No Charge</i>
Beads			<i>No Charge</i>
Straws			<i>No Charge</i>
Cotton wool Balls			<i>No Charge</i>
Matchsticks			<i>No Charge</i>
Lolly Sticks			<i>No Charge</i>
Ingredients for making dough			<i>No Charge</i>
Foam Shapes <small>In a selection of colours and sizes</small>			<i>No Charge</i>
Hama Beads			<i>No Charge</i>
Gummed Paper Shapes <small>In a selection of colours and sizes</small>			<i>No Charge</i>
Paper Fasteners			<i>No Charge</i>
Glue Sticks			<i>No Charge</i>
Glue for glue gun			<i>No Charge</i>
Cable Ties			<i>No Charge</i>
Strong Cardboard Scissors <small>(We have 1 pair)</small>			<i>No Charge</i>
Label Punch			<i>No Charge</i>
Star Punch			<i>No Charge</i>
Wavy Square punch			<i>No Charge</i>
Tiny Christmas Tree Punch			<i>No Charge</i>
Assorted Small Lidded Boxes			<i>£1 per box</i>
Pom Poms (mixed sizes)			<i>£1 per 20</i>
Paper Flower Kit			<i>£1.00 per 30 flower heads</i>
Foam Sheets <small>A4 size assorted colours</small>			<i>£1 for 5 sheets</i>
Assorted Colour Felt 220mm Squares			<i>£1 for 6 squares</i>