

# Canberra Region Feltmakers Inc. Workshop Application Form

<b>Workshop name</b>			CRF NOTES: Amount paid \$ Payment method Receipt no. Date paid
<b>Workshop tutor</b>			
<b>Workshop date</b>			
<b>Cost</b>	member \$	non member \$	
<b>Name</b>			
<b>Address</b>			
<b>Phone</b>			
<b>Email</b>			

**Terms and conditions: Full payment required 6 weeks prior to the workshop to secure your place.**

- If for any reason the CRF is required to cancel a workshop due to illness or lack of numbers on a particular workshop, the workshop fee will be fully refunded.
- If a participant cancels out of a workshop with less than two weeks notice and there are no persons on the waiting list for that workshop only 50% of their workshop fee will be refunded.
- If a participant cancels out of a workshop with less than 48 hours notice, no refund will be given, except in exceptional circumstances.
- All workshop participants are to help setup and pack up the workshop room.

Signed .....dated.....

## Workshop details

**Location:** The Green Room, Lions Youth Haven, Westwood Farm, Kambah. ACT

**Time:** arrive at 9.30am to help set up for 10am start. Workshops finish around 4pm.

**Requirements:** bring your own lunch. A workshop requirements list will be sent to you.

## Applying for a workshop

Your completed workshop application form may be:

- handed in to the Workshop Coordinator at a CRF monthly meeting
- emailed to workshops@crfelters.org.au
- posted to The CRF Workshop Co-ordinator, 17 Wells Gardens Griffith ACT 2603

**Payment by:**  credit card,  cash,  cheque or  bank transfer. (please tick a payment box)

**Cheques** are to be made payable to Canberra Region Feltmakers Inc.

**Bank Transfer** – a request for payment will be sent to you about 6-8 weeks before the workshop.

## Credit card payment

Name on card			
Visa/Mastercard number			
Expiry date		Amount	\$
Signature			

The CRF Workshop Coordinator, Lorelle, can be contacted on 0416 208 842