

# Canberra Region Feltmakers Inc. Workshop Application Form

<b>Workshop name</b>			CRF NOTES:
<b>Workshop tutor</b>			Amount paid \$
<b>Workshop date</b>			Payment method
<b>Cost</b>	member \$	non member \$	Receipt no.
<b>Name</b>			Date paid
<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 Meeting 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, accompanied by your payment may be:

- handed in to the Workshop Coordinator at a CRF monthly meeting
- emailed to [workshops@crfelters.org.au](mailto:workshops@crfelters.org.au)
- posted to The CRF Workshop Coordinator, 17 Wells Gardens Griffith. ACT 2603

**Payment by** (please mark your payment option) [ ] credit card [ ] cash [ ] cheque [ ] bank transfer

**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.