

Title \_\_\_\_\_ First Name \_\_\_\_\_ Last Name \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_ Postcode \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

To book a place on a workshop, the full fee is payable immediately for first 2 workshops booked. If booking 3 or more workshops, you may secure your place on additional workshops with a £20 deposit for each. (See Terms & Conditions for details)

Workshop Title	Date	Full Fee	£20 Deposit
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	Yes / No
<input type="text"/>	<input type="text"/>	<input type="text"/>	Yes / No
<input type="text"/>	<input type="text"/>	<input type="text"/>	Yes / No
<input type="text"/>	<input type="text"/>	<input type="text"/>	Yes / No
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<input type="text"/>	<input type="text"/>	<input type="text"/>	Yes / No
<input type="text"/>	<input type="text"/>	<input type="text"/>	Yes / No
<input type="text"/>	<input type="text"/>	<input type="text"/>	Yes / No

**Total**

£

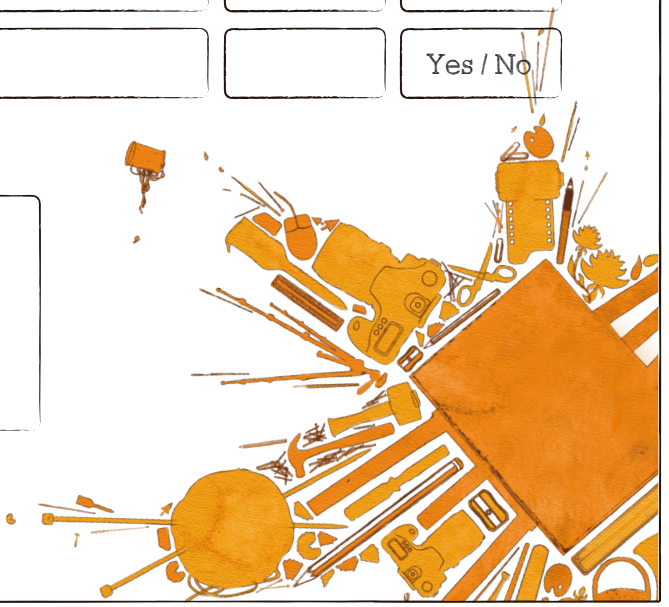
**Amount to be paid today**  
(Complete if wishing to pay deposits)

£

**Please return to:**

ArtisOn,  
High Burton  
Masham  
North Yorkshire  
HG4 4BS

Cheques to be made payable to "ArtisOn".



## 1. Cancellations:

If a cancellation notice is received by Artison more than 3 weeks prior to a workshop date there is no penalty and you can simply transfer your booking to an alternative date. However there will be no refund of fees or deposits.

If you cancel a workshop with less than 3 weeks notice prior to the workshop date the payment is not refundable and not transferable to another date. However, a substitute participant may attend in your place.

The following terms and conditions relate to all bookings:

## 2. Payment terms:

Our standard payment terms require the full workshop fee to be paid at the point of booking unless 3 or more workshops are booked at the same time. In this case the first 2 will require full payment and the additional bookings will require a £20 non refundable deposit per workshop to secure your place.

The balance for each workshop must be paid 3 weeks prior to each event. Failure to pay the balance by this date will result in your place being made available to other interested parties and your deposit will be non refundable.

## 3. Course bookings:

Bookings may be made via the Artison website, by email, letter or phone. Telephone bookings must be confirmed in writing upon request and a booking form can be provided.

## 4. Transfers:

Should circumstances mean that you need to transfer to another Artison workshop there will be no charge providing you give us at least 3 weeks notice prior to the workshop date.

## 5. Non-attendance:

If you do not attend a course, and you have not previously informed us, the full workshop fee remains payable and no refunds will be made.

## 6. Unforeseen circumstances:

On occasion, unforeseen circumstances may require us to cancel a course. In such circumstances you will be given as much notice as possible and either a free transfer to another course date or a full refund of fees paid.

## Contact us:

Artison,  
High Burton  
Masham  
North Yorkshire  
HG4 4BS

Phone:  
0845 686 0089

Email:  
hello@artison.co.uk

[www.artison.co.uk](http://www.artison.co.uk)

