

# Workshop booking terms and conditions:

All Bookings are made subject to availability. Confirmation will be given that your chosen date is available.

- **Payment:** Payment in full is required to reserve your place on a course. Until full payment is received the space on the course will remain open to other participants.
- **Material & Equipment:** Materials will be provided where stated. Equipment is also provided when pre-arranged.
- **Cancellation:** In the unlikely event that I have to cancel a course, all participants will be notified as soon as possible and offered an alternative date or a full refund of any monies paid. Participant cancellations must be made 28 days prior to the start of the course or workshop to qualify for a full refund or an alternative workshop date. Participants cancelling between 28-14 days prior to the start of the workshop will be offered an alternative workshop date or 50% refund of any monies paid. Unfortunately I am not able to accept cancellations if made less than 14 days prior to the start of the course or workshop with the exception of extenuating circumstances of serious illness accident or bereavement. If such occurs your course date will be transferable and a full refund will be given. Once an alternative date is accepted in accordance with the above, and in the event of a second cancellation, no refund will be given and no alternative date will be offered. Online bookings may be cancelled in accordance with the above, or within 48 hours of booking. All cancellations must be made in writing.
- **Accessibility:** Regretfully I am unable to accommodate people with any mobility difficulties at my home studio. The studio is on the second level and access is via the house staircase.
- **Parking:** Parking is on our house driveway. There are steps to the house from the parking area.
- Health and safety will be discussed at the beginning of the workshop and a disclaimer will need signing before work begins.