

Fall 2011 Workshop Registration Form

Registration

To register for the Fall Master Workshops, print, complete and send this form with your payment to the Lee Arts Center, 5722 Lee Highway, Arlington, VA, 22207. Or you may call 703-228-0558/0560 and register by phone with a credit card.

Register early, as most workshops are limited to 8 – 12 students and fill quickly. Full tuition is due at the time of registration. You will receive confirmation of your registration via email and a materials list at least 2 weeks before the workshop begins. If a workshop is filled or cancelled you will receive a full refund.

NAME _____

ADDRESS _____

CITY, STATE, ZIP

PHONE (DAY) _____

PHONE (EVE) _____

EMAIL _____

Payment Method

Make checks payable to **Treasurer, Arlington County**

Mail to: Lee Arts Center
5722 Lee Highway
Arlington, VA 22207

Fax to: 703-228-0559

Credit Card

_____ Visa _____ Master Card

Card # _____

Exp. Date _____

CCV # _____ (Last 3 digits in the box on the signature line)

Signature _____

Natural Impressions: Surface Texture & Design With Christy Knox Sat/Sun, October 15-16, 2011; 10 am – 4 pm Fee: \$190 non-members, \$180 LAC members
Glaze Inspirations With Lynn Smiser Bowers Sat/Sun, October 29-30 2011; 10 am – 4 pm Fee: \$190 non-members, \$180 LAC members

Total Enclosed _____

Cancellation Policy

All cancellations are subject to a \$20.00 administrative fee.

If you cancel your registration for any reason:

- 30 days before the workshop starts: you receive a 100% refund, minus a \$20 administrative fee.
- 7 – 29 days before the workshop starts: you receive a 50% refund – minus a \$20 administrative fee.
- Less than 7 days before the workshop starts: No refunds will be given.

Hold Harmless Agreement

In the initial class session each participant will be expected to sign a "Hold Harmless Agreement". Refusal to do so will deny the participant acceptance in the program

Special Services

Arlington County Dept. of Human Services will coordinate the assignment of sign language or oral interpreters when requested by workshop registrants. These requests must be made in advance by calling 703-228-4740.

Contact:

Lee Arts Center: Phone: 703-228-0558/0560
Fax: 703-228-0559

Website: www.leeartscenter.org

Email: dtsuka@arlingtonva.us
smunoz@arlingtonva.us