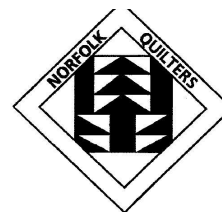


Norfolk Quilters Workshop Booking Form

(Please fill in a separate form for each person)



Name:

Member? Yes / No Membership number: Telephone:

Address:

Email address:
 (Your email address is needed if you wish to receive the requirements list by email)

| Date of event | Event | Amount |
|---------------|--------------|--------|
| | | |
| | | |
| | | |
| | Total | £ |

Please make cheques payable to Norfolk Quilters and send to the address below, with this form and a stamped addressed envelope for each workshop, if you wish to receive requirements list by post.

Rebecca Gorman, 90 Colney Lane, Cringleford, Norwich, Norfolk NR4 7RG
Tel: 01603 502158 Email: nq.workshops@gmail.com

1. Please book early to avoid disappointment. Check availability by contacting **Rebecca Gorman** (above).
2. Pay promptly in full, preferably with your application. Cheques payable to Norfolk Quilters. **Your booking is not secured until payment is received.**
3. We prefer to email you the workshop requirement list as soon as we receive it from the tutor, however if you would like it in the post you must enclose a **SAE for each workshop** you are booking, with your application.
4. Non-members are welcome to attend one workshop, after which they will have to belong to Norfolk Quilters to attend.

On the day:

- Workshops take place between 10 a.m. and 4 p.m. and start **promptly at 10 a.m.**
- It is important to arrive earlier, **but not before 9.30 a.m.**
- Tea, coffee and biscuits are available all day. Please take a **packed lunch** and **your own mug**.
- You will be asked to bring your own iron, ironing mat / small board and extension lead if needed for a workshop and they will be included on the requirement list. Please make sure all electrical items are PAT tested.

Cancellation Policy: If Norfolk Quilters has to cancel the workshop for any reason your payment will be refunded in full. If you cancel four weeks, or more, before the workshop date you will receive a full refund, minus 10% administration fee, although this can only be guaranteed if the place is filled. If you cancel less than four weeks beforehand you will **NOT** receive a refund. This will apply other than in exceptional circumstances at the discretion of the Committee.