

COURSE BOOKING FORM

Stained Glass Course Classes run term time only

DAY/ EVE	VENUE	COURSE CODE	START DATE	Cost
MON	Costello Centre, Bailliffgate, Alnwick, Northumberland. NE66 1LU Duration - 6 Weeks Only	ALN1	4th June 2018 3:00pm - 5:30pm	£67.50
		ALN2	4th June 2018 6:30pm - 9:00pm	£67.50
TUE	Longframlington Memorial Hall, Rothbury Road, Longframlington, Northumberland. NE65 8HU Duration - 8 Weeks	LFRAM1	15th May 2018 2:00pm - 4:30pm	£90.00

Please complete the following:

Name:

Tel No:

Address:

Mobile No:

Postcode:

Course Start Date:

Course Code:

Email address:

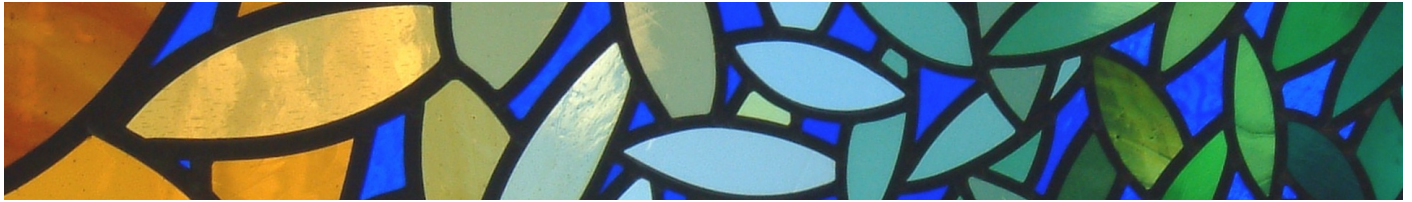
If you would like to be kept informed of our other courses & workshops (please tick) Your information will only be used for this purpose, please see website for our privacy policy.

Please confirm you have read the terms and conditions overleaf (please tick)

Options:

- By Cheque - Payable to 'D & J Watson' please. Post the completed booking form along with your cheque to: D & J Watson, The Glass Barn Studio, Kirkharle Courtyard, Kirkharle, Northumberland. NE192PE
- Via your own Internet Banking to: **D & J Watson - Sort Code: 40-08-18 - A/c No: 61293761**
(Please use your Surname & Workshop Code for your reference if using this method)
- Debit or Credit Cards (via our website only): www.theglassbarnstudio.co.uk

**If you need any further information you can call us on 01830 540392
Or email: courses@theglassbarnstudio.co.uk**



COURSE TERMS & CONDITIONS —

What the course fees include/exclude

Workshop fees include tuition and use of specialist equipment at the class. Materials are not included in the workshop fee but can be purchased at the class.

If we cancel a Course or Workshop:

We have the right to cancel a workshop at our discretion, in this event a full refund will be given.

If you cancel your place on a Course or Workshop:

You must give us more than 14 days notice prior to the commencement date of the course for a full refund, cancellations received after this will be subject to a 30% cancellation fee (this may be waived if we can fill your place prior to commencement of the course or workshop & we will do our best to do so). We are unable to give any refunds on any cancellations within 5 days of the start date of a course or workshop unless your place can be filled. Missed sessions are not refundable and will not be carried forward to a future date unless arranged at time of booking.

Over bookings:

Although we do try very hard to manage bookings it may be that on occasion we take too many bookings for a venue due to the fact that we take bookings online, by post & in person at various venues. We do try to take bookings in the order we receive them however, if we do happen to over book we will notify you as soon as possible and offer you either a full refund, offer you a place at another venue or add you to our waiting list for your chosen venue whichever option you prefer.

GIFT VOUCHERS:

The value of the voucher can be redeemed against any of our courses or workshops. The gift recipient will need to email to check availability on their chosen course or workshop. Places for courses and workshops will be offered on a first come first served basis, holding a gift voucher does not guarantee a place on any particular course or workshop if it has already been fully booked. Once a course or workshop is booked our terms & conditions apply as above.

Payments returned to us unpaid:

A £5 surcharge will be payable for each cheque returned to us unpaid to cover costs.

Thank you for showing an interest in our Workshops. As soon as we have received your booking we will confirm that there is a place available for you on your chosen workshop.

If the workshop you have booked is full, we will contact you and give you the option to either transfer your booking to another workshop venue or have your cheque/payment returned.

We look forward to seeing you soon,
Dawn & Jan Watson



D & J Watson
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Kirkharle, Northumberland. NE19 2PE
Tel: 01830 540392
Email: courses@theglassbarnstudio.co.uk
Website: www.theglassbarnstudio.co.uk

