

EarthSong Photography Workshops

...To See Clearly and To See With Heart

Workshop Registration & Medical Form & Cancellation Policy*

Please print this form, complete, and mail with your deposit check or money order payable to EarthSong Photography, 29 Stony Ridge, Asheville, North Carolina 28804

Please use a separate form for each workshop for which you wish to register

Registration questions or additional information:

Email—Don McGowan, don@earthsongphotography.com

*Submission of this form is an acknowledgement of having read and agreed to the cancellation policy on Page 2.

I would like to register for the _____ workshop.

Workshop Dates: _____ Date of Registration: _____.

Enclosed is my \$ _____ deposit/balance. (\$ 250 deposit required with form) *

* Please see Page 2 of this form for our cancellation policy

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: Home _____ Cell: _____

Email: _____

Will you give us permission to share your email address with other workshop participants?

___ Yes

___ NO

*****MEDICAL INFORMATION*****

Please describe any medical problems or concerns we should be aware of:

Please list medications and dosage you are currently taking:

List medications, foods that you are allergic to:

Please provide the name, address, and phone number (s) of your family physician:

Emergency Contact: Name _____ Relationship _____

Phone: _____ Home _____ Cell _____ Work _____

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Cancellation, Withdrawal, and Refund Policy

Enrollment in EarthSong Photography Workshops is limited to 8 participants unless otherwise stated. Your participation is important to us and we value your presence with us, so once you have been registered, we are depending on you to attend. If you must withdraw from a workshop or tour, we have established the following cancellation/refund policy:

It is our policy that:

- A **deposit** of \$250 is required for all Weeklong workshops. For all One-day and Weekend workshops the full amount of the tuition is due at the time of registration. For all Weeklong workshops the **balance** of the tuition is due 30 days prior to the start of the workshop or tour.
- Deposits are due at the time of registration and are not transferable to another EarthSong Photography Workshop unless permission to do so is requested and granted in writing.
- Deposits are refunded, less a \$ 50 processing fee, if you notify us 60 days prior to the start of the workshop or tour.
- If you cancel between 60 and 30 days prior to the start of the workshop or tour, the **full deposit** will be retained by EarthSong Photography Workshops.
- In the event that you must cancel less than 30 days prior to the start of the workshop or tour your **balance** will be refunded if a replacement is found to assume your place in the workshop.
- No refunds are given for cancellations or no-shows after the workshop or tour has begun.
- If a workshop or tour is cancelled by EarthSong Photography Workshops, participants will be informed as soon as possible and tuition fees will be refunded in full.
- EarthSong Photography Workshops is not responsible for any losses incurred as a result of a workshop or tour cancellation. We encourage participants to purchase refundable airline tickets and to consider purchasing trip cancellation insurance.

Your cooperation and assistance are appreciated.

Thank you,

Don