

Green Door Printmaking Studio Course / Workshop Booking Form



Please complete this form legibly in print or BLOCK CAPITALS. Completed forms should be handed into the Green Door office or posted with £10 deposit to Green Door Printmaking Studio, St James Centre, Malcolm Street, Derby, DE23 8LU. You will be required to pay the balance of the course fee prior to or on the day of your course start date.

PERSONAL DETAILS

| | | | |
|--------------|--|-------------------|---------------------------------------|
| Forename(s): | | Surname: | |
| Email: | | Telephone/Mobile: | |
| Address: | | | Membership Number: (if applicable) |
| Postcode: | | | |

COURSE / WORKSHOP DETAILS

| | | | |
|---------------------|---|----------------------------|----------------|
| Course Title: | | | |
| Course Date(s): | | | |
| Course Time(s): | | | |
| Total Course Price: | £ | Minimum Deposit Required*: | £ 10.00 |

* Non-refundable deposit, remainder payable on or before first day of course.

Prices are available on our website. Please make cheques payable to: **Green Door Printmaking Studio**

| | | | |
|-------------------|--|--------------|--|
| Signature: | | Date: | |
|-------------------|--|--------------|--|

OFFICE USE ONLY:

Thank you for the amount of: £

Green Door can now confirm that you are booked on the following course:

| | |
|--|---------------------------|
| Course Title: | Course Date(s) & Time(s): |
| Remaining balance to be paid prior to or on the day of your course start date: £ | |

Cancellation Policy: Green Door requires 5 working days notice of cancellation of a booked course. Cancellations must be made by phone on either 01332 291 996 (Studio hours) or 07919 823 097 (Anna's Mobile) or by email to: mail@greendoor-printmaking.co.uk. Any advance payment made in excess of the non-refundable deposit will be returned unless you are able to make arrangements with Anna to reschedule your course booking. As a courtesy it is always preferable to notify us of your cancellation even if it falls within the cancellation notice period.