

Penrith Art Club Terms and Conditions for Workshops v.6.1.25

Cancellations and Refunds

We are unable to process refunds for our workshops, except in exceptional circumstances agreed by the committee. If you are unable to attend, please contact the workshop organiser (Inez Morse) so the register can be amended with any changes. You are welcome to use the Facebook platform to locate another member who may be able to take your place and can pay you direct. Please note, this is at your own risk and is necessary for the financial viability of the club.

How to Book

As a member of Penrith Art Club you are able to book and pay for a workshop a month earlier than non-members. Please see each flier for the date that booking opens for that particular workshop. In the first instance, please email inezmorse04@gmail.com to check for availability and request to be added to the list. Inez Morse will advise you if a place is available by return email. When a place is available you will be advised to use one of the payment details below to make your payment. Your place is only secured, and confirmed, when full payment has been received. Please quote the date and name of provider or workshop title and WS code in the header of your email.

To Secure your Booking

You will need to use one of the following payment methods:

(by BACS) Sort Code 20-66-97: A/c No. 60970549. The account name is Penrith Art Club Exhibition - please put your name and the workshop WS code as the reference.

(by cheque) Payee "Penrith Art Club Exhibition" and send to: Mrs T Green, Treasurer, Penrith Art Club, C/O, 9 High Seat Hill, Lazonby, Penrith CA10 1AW. If paying by cheque please write on the back the workshop WS code as the reference.

The PAC treasurer will then confirm that payment has been received and confirmation of your place will be sent to you by email from Inez Morse. All communication is by email so please check junk/spam folders.

Additional Workshop terms and conditions

1. If you are not a member of Penrith Art Club, there is a surcharge of £10 per place. Membership only costs £25 per year so is well worth considering and gives free access to club nights. When booking, please state if you are **not** a Penrith Art club member.
2. We will confirm our acceptance of your booking by email on receipt of your payment; this is usually done weekly. A short while before the workshop is taking place, we will send a reminder of the details to all those who have paid for their booking.
3. If we have to cancel a workshop due to under-booking, which is the situation where the minimum number of bookings required to run a workshop is not met, we will not do so less than seven days prior to the workshop. In this event, all monies will be refunded. This is a rare situation.
4. In the event of unforeseeable circumstances beyond our control, such as fire, flood or adverse weather conditions, we reserve the right to cancel the workshop up to and including the start date. In this case the workshop will be rescheduled.
5. In the event of the specified tutor being unable to attend due to illness or other circumstances beyond our control, the workshop will be rescheduled.
6. All workshops are run informally and require participants to help each other to put up/clear away their own tables and chairs, and assist in preparing and tidying up the hall, utility and kitchen work area. Please wear suitable clothing for the activity, bring your own resources to use (unless otherwise specified) and your own lunch. Refreshments of tea, coffee and biscuits are provided free of charge.
7. By reserving a place on the workshop with your payment, you are agreeing to accept all the above conditions. We can not accept payment for workshops on the day.