

Venice Arts
MEDIA LEARNING CENTER
Adult Workshop Registration Form

A. APPLICANT INFORMATION

Name: _____ Company: _____
Address: _____ City: _____ Zip: _____
Phone: Day _____ Eve _____ Fax _____
E-mail _____ Web _____

B. EMERGENCY INFORMATION (WHO MAY WE CONTACT IN CASE OF EMERGENCY):

Name: _____ Relationship: _____
Phone: Day _____ Eve _____ Fax _____

C. PLEASE ENROLL ME IN:

- | | |
|--|--------------------------------|
| <input type="checkbox"/> What's Next? An Exploration of Photo-Based Mixed Media
[+\$25 materials fee] | \$ 185 |
| <input type="checkbox"/> Impacting Society Through Your Photography: The Short Course | \$ 350 |
| <input type="checkbox"/> Progressive Workshops for Documentary Projects | \$ 300 |
| <input type="checkbox"/> Processing in the Digital Darkroom: PhotoShop© | \$ 275 |
| <input type="checkbox"/> Printing in the Digital Darkroom: Getting Exhibit Quality Prints
[+\$25 materials fee] | \$ 195 |
| Sub-total due: | \$ _____ |
| Materials fee: | \$ _____ (leave blank if none) |
| TOTAL DUE: | \$ _____ |
| Deposit (\$100 x # classes): | -\$ _____ |
| Balance due 2 weeks prior to start of class | \$ _____ |

D. FORM OF PAYMENT

- Check, made payable to Venice Arts, attached.
- Please bill my credit card, below. (Signature is *required* to process credit card information).
- I will call with my credit card information.

Credit Card Type: _____ Credit Card Number: _____
Expires: ___/___/___ Security Code: ___ Signature: _____

- Please send this form, along deposit or full payment:

Via phone: 310-578-1745
Via fax: 310-578-1525
Via mail: Venice Arts, 610 California Avenue, Venice, CA 90291

E. HOW DID YOU HEAR ABOUT VENICE ARTS?

- eBlast Flyer School Press Mailer Friend Exhibit/Event Local Business Other:

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POLICIES

PAYMENT

Deposit: A \$100 deposit (per workshop) is required to reserve your space. If enrolling two-weeks or less to the workshop start-date, *payment in full is required*.

Full payment due: Two-weeks prior to the beginning of the first workshop minus the \$100 deposit (if applicable). Those who do not pay in full by this time risk losing their space.

Note: If a credit card or check does not clear, a \$25 fee will be charged, as well as any additional bank fees.

REFUNDS

- 100% refund if class is cancelled due to low enrollment, faculty illness, or other reasons related to Venice Arts.
- 100% refund if requested 2-weeks prior to the start of the workshop, minus \$25 processing fee.
- 50% refund within two-weeks of the start of the workshop + \$25 processing fee.
- No refund if cancellation is within 72-hours of start-of-workshop.

Note: Refund requests must be submitted in writing, either via email to workshops@venice-arts.org or via U.S. mail.

For more info:

Venice Arts | 310.578.1745 | workshops@venice-arts.org