

REGISTERING FOR EAG CLASSES

1. **Make sure you have paid your Neilson Park Creative Centre and Etobicoke Art Group membership fees** by mail, at the Centre or online through the NPCC shopping cart. These are paid directly to NPCC. This is a **must** for all EAG Classes.

2. EAG accepts payments by cheque or e-transfer only.

- Cheques should be payable to the "Etobicoke Art Group". Cheques may be mailed or dropped off at the NPCC reception desk. Please use black or blue ink when writing cheques as other ink colours do not scan well in the bank machines.
- **e-transfers** can be sent to <eagpayments@gmail.com>
DO NOT include a security question
Please make sure to type the address exactly including the "s"
Use the note at the bottom of the transfer to state the class, date & time for which you are registering
HST is included in all class fees.

REFUND POLICY

- If a class is cancelled due to low registration, a full refund of fees will be made or you may transfer to another class if there is space available.
- Registration fees will be refunded only when a written notice of withdrawal is received no later than five business days before the first class.
- An administration fee of \$15.00 will be deducted from a refund due to withdrawal from a class (as described above).
- No refunds will otherwise be made. This policy applies to all classes, workshops and studio groups.
- Fees are not pro-rated for late registrations.

BASIC CLASS SUPPLIES:

All members must bring a drop cloth for under the easel, a table covering and be prepared with cleaning supplies such as paper towels, rags as needed. Please remember that *solvents and spray cans are not permitted* in the studio.

THE ETOBICOKE ART GROUP APPLICATION FOR CLASSES

NAME: _____

TELEPHONE: _____ EMAIL: _____

CLASS: _____

DAY: M / T / W / T / F / Workshop Time: Am /Pm / Eve FEE: \$ _____

CLASS: _____

DAY: M / T / W / T / F / Workshop Time: Am /Pm / Eve FEE: \$ _____

CLASS: _____

DAY: M / T / W / T / F / Workshop Time: Am /Pm / Eve FEE: \$ _____

TOTAL FEES [paid by cheque] \$ _____

- 1) My annual NPCC and EAG membership fees have been paid in full.
- 2) I agree to provide and use a table covering and drop cloth on the floor under my easel in every class.
- 3) I have read and agree to all EAG policies

SIGNATURE _____ DATE _____