

Reservation Form for Art Workshops
Nancy Couick Studios, Inc.
10100 Park Cedar Drive, Suite 188
Charlotte, NC 28210
704-541-6944 www.nancycouick.com

- Please complete the form below legibly (please print) and return by mail or email to the Studio. This is a legal document and must be retained in our files.
- A \$100 NON-REFUNDABLE deposit reserves your space in the class.
- Balance of tuition is due 45 days prior to the beginning of the workshop.
- Your registration deposit will confirm your space in the workshop and confirmation with supply list will be sent by email. (If you have no email, please note this on the form.)

NAME: _____

ADDRESS: _____

PHONE NUMBER: _____

EMAIL ADDRESS: _____

WORKSHOP INSTRUCTOR/DATES _____ - _____

Please note that the deposit is non-refundable and non-transferable. No refunds of any kind are given if you cancel 45 days or less prior to the workshop. You may want to consider travel insurance to protect yourself in case of personal emergencies. If the instructor cancels the workshop, we will do our best to reschedule the workshop in the same 12 month period. If this is not possible for some reason, you may transfer your deposit to another workshop as space is available or request a refund. All cancellation requests must be in writing.

All spaces are reserved on a first deposit received basis. You may be placed on a waiting list if the workshop is full and you so indicate. Make checks to Nancy Couick Studios, Inc. and mail to the address above. Our web site has a page which will give you directions to the studio if you enter your address.

www.nancycouick.com

Lunches are catered by Trio's Restaurant.

Your dated signature indicates your acceptance of these policies including the deposit requirements.

Name _____ Date _____

Do you have any special needs or requirements for the workshop? Parking is plentiful and access is excellent. If you are handicapped, you may enter from either the front or back entrance.

Thank you, we look forward to seeing you at the workshop!!! Nancy Couick

FAQ for workshops at Nancy Couick Studio & Gallery

TIME: Unless otherwise noted, all workshops begin at 10:00 am and end at 4:00 pm. Registration confirmation will be sent by email upon receipt of deposit and registration form. Balance of payment is due at least thirty (30) days before the workshop begins. Supply lists and general information will be sent by email in a timely manner before the workshop. The Studio and gallery are handicapped accessible. If a participant requires special accommodation, the Studio should be notified in advance.

WHERE TO STAY: The Comfort Suites at 10415 Centrum Parkway, Pineville, NC 28134 is recently renovated and has offered my students a discount. To get the discount, you must click on [this link](#) or type the following link into your browser

<http://www.comfortsuites.com/ires/en-US/html/ArrivalInfo?hotel=NC831&srp=LNANCY&pu=no>

LUNCH: Lunch is catered in for all workshops.

CANCELLATION POLICY: "Please note that workshop deposits are non-refundable and non-transferable. No refunds of any kind are given if you cancel 45 days or less prior to the workshop. You may want to consider travel insurance to protect yourself in case of personal emergencies. If the instructor cancels the workshop, we will do our best to reschedule the workshop in the same 12 month period. If this is not possible for some reason, you may transfer your deposit to another workshop as space is available or request a refund. All cancellation requests must be in writing."

DIRECTIONS: The studio is easy to reach from I-485 to either the Johnston Road exit heading North, or from I-77, take I-485 East, then take Exit 64A to Pineville-Matthews Rd. heading North, after one stoplight, continue past a McDonalds and a Bojangles restaurant on your left, and turn left just before the church steeple onto Park Cedar Drive. Go .3 mile and turn left into the parking lot at 10100 Park Cedar Drive, continue straight ahead and turn right when you reach the building ahead, you will see Nancy Couick Studios and Gallery on your right near the end of the building.

Plan B: If you don't like turning across traffic onto Park Cedar Drive, you can take exit 64A, turn left at the stoplight o to Park Rd, go to the second stoplight and turn right (CVS on the corner) to 10100 Park Cedar Drive .

From Charlotte heading South on Park Road, turn right onto Park Road where it meets Johnston Road, go to the stoplight (CVS on your left) turn left onto Park Cedar Drive, follow to top of "small" hill and turn right into large parking lot go straight to end of buildings and watch for the sign above, we're in Suite 188.

SUPPLIES: We have a Cheap Joe's Art Stuff store in Charlotte, if you need to purchase supplies. I carry some supplies at the studio. Some of our instructors will have supplies available for you to purchase at the workshop. If you have special requests, please let us know in advance.

Revised 10-2014