

# WORKSHOP BOOKING FORM

NAME: .....

ADDRESS: .....

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POSTCODE: ..... TEL: .....

MOBILE: .....

EMAIL: .....

## BOOKING DETAILS

WORKSHOP TITLE: .....

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DATES: .....

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## TERMS AND CONDITIONS

### PAYMENT:

- In order to secure your booking we require a non-returnable deposit of 50% of the course fee with the balance payable 5 days before commencement. Bookings made within 1 week of the start of a course will need to be paid in full. If exceptional circumstances arise and we are forced to cancel a course we will notify you promptly and offer either a total refund of all prepaid monies or an alternative course.
- Cheques to made payable to 'Novus Studio' and sent to the following address:  
Novus Studio, Manor Farm, Tonbridge Road, Waterringbury, Maidstone, Kent, ME18 5PP
- Vehicles to be parked at your own risk in the allocated car park area, which is clearly signed.

### Notes:

- i. There are two small stone steps into the studio.
- ii. We are sorry but there is no wheelchair access to the studio.