

# WORKSHOPS

## Please note the following important information:

1. Unless otherwise stated, all workshops are held in the Sunnylands Room, America Hall, from 10.00am to 4.00pm.
2. Unless otherwise stated, all workshops will cost £25.00 for members and £30.00 for non-members.
3. Full payment is required when you sign up for a workshop – the money should be given to the Treasurer, Paul Ashton.
4. Please e-mail the Guild (see below) if you wish to attend a workshop but aren't able to get to a Guild meeting to sign up. This also applies to a friend who does not belong to the Guild but would like to attend the workshop.
5. Your money will be refunded in full if numbers mean that the workshop is not viable or if the workshop has to be cancelled for any other reason.
6. If you are not able to come to the workshop:
  - a. Please try to find a replacement.
  - b. Inform Paul Ashton or Sue Heathcote or e-mail the Guild (see below) as soon as possible.
  - c. We regret that your money cannot be refunded if you cancel less than 48hrs in advance of the workshop.
  - d. If you are unable to attend because of sickness on the day please phone or e-mail Sue Heathcote.
7. Drinks are provided but please remember to bring your own lunch.
8. A list of items to bring to a workshop will be provided with/on the sign-up sheet ... don't forget to make a note of them!

***Note:** places on workshops are not confirmed until full payment has been received.*

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**Sue Heathcote:** su2024@eclipse.co.uk / 01392 270625

**Paul Ashton:** paul.ashton1976@hotmail.com

**Guild e-mail address:** devonguildofwsd@live.co.uk