

Booking Information (Terms and Conditions)

Workshops

The workshops take place during two 2½ day sessions – Monday, Tuesday and Wednesday morning then Wednesday afternoon, Thursday and Friday. Registration is on Sunday afternoon from 3–5 pm with tuition starting early on Monday morning. Several of our internationally acclaimed tutors will give short illustrated talks or demonstrations in the evening. There will be an opportunity to purchase calligraphic materials, books and paper on the Sunday afternoon and Monday morning only. Details will be sent out nearer the time.

Accommodation

Accommodation is in one courtyard block of single student rooms with ensuite facilities. Please indicate if you would like a ground floor room for medical reasons. If you have any concerns about the accommodation or accessibility of the site please contact either Ann or Sue before booking. We will do our best to accommodate any reasonable request.

	Full Festival		One Session	
	CLAS member	non member	CLAS member	non member
Full board	£710	£750	£355	£395
Partner's package (No tuition)		£508		£254
Non resident	£440	£480	£220	£260

Full board Includes 6 nights accommodation from Sunday 23 August 2020, tuition, all meals, teas & coffees.

Non resident includes dinner on Sunday 23 August 2020, lunches, teas & coffees, and dinner on Friday 28 August 2020.

Payment is as follows: *(Please follow these instructions very carefully)*

Please use **your own name as it appears on the form** as reference for BACS online or PayPal payments. *(i.e. not a partner who shares a joint bank account as this causes us and our treasurer much confusion).*

- Non-refundable deposit of £70 per person, payable on booking.
- For all UK participants, the balance is by cheque dated 1 May 2020 enclosed with your deposit cheque or by BACS online.
- Payments from overseas should be by PayPal.

For any queries on how to use PayPal, contact Ann Mason (07972 276996)

Booking

Early booking is recommended to secure your first choice. All bookings received before the **15 September 2019** will be dealt with together. A draw may take place for any workshops that are oversubscribed.

Please indicate your second and third choices, as we cannot always guarantee a place in your first choice.

Your deposit will not be taken before you are offered and have accepted a place.

The booking form will also be accessible from the festival page of the CLAS website: www.clas.co.uk/festival

**Ann Mason, CLAS Festival 2020,
33 St. Laurence Road, Northfield,
Birmingham B31 2AU**

**tel: Ann Mason 07972 276996 or
Sue Hodgkinson 07792 735717**

Fees – CLAS member's fees are discounted by £40 as shown in the table below:

Cancellations

If notified to us before 1st May 2020 your post-dated cheque or payment will be returned.

Should you have to cancel please notify us as soon as possible in order that we may offer your place to another.

WE REGRET THAT CANCELLATIONS AFTER 1ST MAY 2020 CANNOT BE REFUNDED – you are advised to take out 'holiday' insurance to cover this.

To reduce costs email will be used for **all** correspondence.

CLAS Festival 2020 Booking form

Name			
Address			
Postcode		Country	
Telephone		Email required	
Please indicate your level of experience:			
Are you a member of CLAS? Y/N		Is this your first Festival? Y/N	

Please indicate clearly your **first, second** and **third** choices for each session. Please mark more than one choice! If places for popular workshops have to go to ballot you may miss out on your place if you have given only one option.

SESSION 1 Monday 24 August – Wednesday 26 August noon		SESSION 2 Wednesday 26 August 2pm – Friday 28 August	
Amity Parks		Amity Parks	
Andrea Wunderlich		Andrea Wunderlich	
Lucia Leyfield		Sue Smith	
Susan Moor		Susan Moor	
Vivien Lunniss		Vivien Lunniss	

Please fill in the **figures** from the prices opposite.

Please complete a **separate** form for each **delegate** or partner – you may photocopy or scan your form

Accommodation	Full festival	One session	Partner's package no tuition
Single ensuite			
Ground floor room			
Reserved for those with mobility issues			
Non resident			
Total			
Final balance (total minus £70 deposit) due 1 May 2020			

I have read and agree to the terms and conditions – please tick

Please choose **one** of the following ways to pay:

I enclose two cheques made payable to CLAS:	£70 non returnable deposit £..... final balance dated 1 May 2020	
I have arranged an online payment to: The Calligraphy & Lettering Arts Society Sort code: 40-52-40 Account no: 00031828	£70 non returnable deposit £..... final balance to be paid on 1 May 2020	
Payment by PayPal ONLY for overseas delegates:	£70 non returnable deposit £..... final balance to be paid on 1 May 2020	

Please fill in and post; or scan and email; or download and complete the Word.doc on the website and email; send your completed form with your deposit to:

Ann Mason, CLAS Festival 2020, 33 St. Laurence Road, Northfield, Birmingham B31 2AU or festival@clas.co.uk