



2019 MINI CLASSES

WILL BE HELD ON FRIDAY AND SATURDAY,
FEBRUARY 15 AND 16, 2019 · 7:30 TO 9:30 PM

KELLOGG WEST CONFERENCE CENTER
CAL POLY POMONA · 3801 WEST TEMPLE, POMONA, CA 91768

PLEASE READ THESE INSTRUCTIONS CAREFULLY **BEFORE SENDING YOUR FORM.**

BY REGISTERING, YOU AGREE TO ABIDE BY OUR POLICY.

REGISTRATION IS NOW OPEN ~ YOU MAY SEND YOUR ENTRY AT ANY TIME.

Classes are open to SfC members, non-members, Letters participants as well as non-participants.

- 1. FILL OUT THE REGISTRATION FORM(S) FOR THE FRIDAY AND / OR SATURDAY CLASS IN ORDER OF YOUR CHOICE.**
 - REGISTRATIONS SHOULD INCLUDE A SECOND AND THIRD CHOICE IN CASE YOUR FIRST CHOICE IS FULL. YOU MAY INDICATE A WAIT POSITION FOR A SECOND OR THIRD CHOICE
 - PLEASE CHECK "TEACHER'S PET" BOX
If you would like to volunteer to help the teacher set up, collect supply fees, etc.

- 2. CLASSES ARE \$25 EACH. PLEASE INCLUDE **SEPARATE \$25 CHECKS** FOR EACH CLASS (PAYABLE TO SfC) WITH YOUR REGISTRATION FORMS.**

This eliminates the need for processing refunds if you do not get a class. (***DO NOT send a check for \$50. If you send a check for more than \$25, you will be asked to resend separate checks.***)

Note: If you do not use checks, please contact me to arrange a bank transfer or voucher if not in USA. Do not send cash.

 - YOU MAY SEND MULTIPLE CHECKS AND FORMS FOR MULTIPLE PERSONS / CLASSES IN THE SAME ENVELOPE. As long as there are separate checks and forms for each person and class enclosed. These are then separated for the lottery.

- 3. SIGN-UPS ARE ACCEPTED BY U.S. MAIL ONLY FOR THE LOTTERY.**

MAIL YOUR REGISTRATION FORM AND CHECK(S) PAYABLE TO SfC:
Karin Gable · 6440 Geyser Avenue, Reseda, CA 91335-6010

 - ALL REGISTRATIONS RECEIVED BY **JANUARY 8, 2019** will be selected at random and signed into classes.
 - REGISTRATION CONTINUES UNTIL ALL CLASSES ARE FULL. Classes fill quickly, so don't delay.
Registrations are taken right up until the day of class, if there are openings. Announcements are made at Letters at lunch/dinner.
 - STRICT LIMIT OF 10 STUDENTS PER MINI CLASS. (*Unless otherwise indicated*)
*****PLEASE DO NOT ASK THE TEACHER TO ADD YOU IF THE CLASS IS FULL.*****

All registrations are taken by Karin Gable, **NOT** the teacher. The wait list is strictly enforced so please play nice.

- 4. YOU WILL BE NOTIFIED ASAP by email - no later than January 20, 2019.**

Please be patient as the process takes some time to process the 80+ mini class participants.
To prevent multiple notifications, I like to send out a full class list if possible.

CANCELLATION POLICY

- IF YOU MUST CANCEL, PLEASE DO SO AS SOON AS POSSIBLE SO YOUR SPOT CAN BE FILLED FROM THE WAIT LIST.
- REFUNDS ONLY IF YOUR SPOT CAN BE FILLED PER SfC POLICY.

PLEASE NOTE: Checks will be held and deposited after Letters, in case of last minute substitutions. Unused checks will be shredded.

QUESTIONS ARE WELCOME: contact Karin at colourmepurple@sbcglobal.net
or 818-343-2402 between 9am and 9pm.