

Special Discount –when registering 5% discount applies to:

- **Centre Link Pension Card Holders**
 - **Secondary/tertiary Students**
 - **Gold - Loyalty registration** - You have attended eight previous retreats.
 - **Silver - Creative registration** - You have registered for both sessions at the same retreat.
 - **Bronze - Friendship registration** - You have attended Be Creative previously, and you are introducing a friend who has not attended previously and you are registering in minimum of 3 days (Discount applies to both you and your friend)
- Sorry - discount does not apply to international tutors.**

Confirmation of Booking

Your registration will be processed, and your first choice allocated if possible. **Your registration will be confirmed by email or post.** A Tax Invoice will indicate your balance that **must be paid in one payment by 12 March or (May Retreat) or 21 May (July Retreat) to retain your allocated place in your selected workshop/s and your \$100.00 deposit paid.**

Cancellation Policy

Please note carefully before registering.

Refunds will be made at the sole discretion of Be Creative by the Sea.

PLEASE NOTE: A non-refundable Administration Fee is included in the fee structure. \$50.00 for three and six day registrations and \$20.00 for one and two day registrations.

- Notification of cancellation prior **12 March (May retreat) or 21 May (July retreat): Full refund Option 1. less Administration Fee of \$50.00 or \$20.00, Option 2- less \$100.00 deposit.**
- **No refunds for cancellation after 12 March (May Retreat) or 21 May (July Retreat)** due to tutor & resort contracts.
- You are always welcome to have a friend fill your place (cancellation and travel insurance is also an option) OR transfer your registration to another retreat, less Option 1 - administration or Option 2 deposit fee paid.
- In the event of a tutor cancellation due to illness or unforeseen circumstances, where possible you will be notified, the tutor will be replaced. **No refund will be available.** This does not apply to International tutors.
- The Be Creative by the Sea reserve the right to cancel a workshop due to lack of numbers or unforeseen circumstances. You will be given the opportunity to register in a different workshop – preferably your second choice if possible or receive a refund for the workshop and kit fees at the close of the retreat. Any cancellations will be notified personally approximately 12 March or 21 May, so it is important to consider the implications of buying workshop requirements before this date.

Be Creative by the Sea

Wendy Martin

Phone/Fax: **02 6652 1483**

Postal Address: **16 Calala Place, Coffs Harbour NSW 2450**

Email: **bcreative07@westnet.com.au**

www.bcreativebythesea.com



2010 Retreat Registration

Please send registration form and payment by Post or Fax or fill in form and then phone through your registration to:

Be Creative by the Sea

Phone/Fax: **02 6652 1483**

Postal Address: **16 Calala Place, Coffs Harbour NSW 2450**

Please ensure that you have read the workshop descriptions and registration conditions carefully. www.bcreativebythesea.com

Name:

Address:

City:

State: Postcode:

Country (if outside Australia):

Telephone:

Fax:

Email:

Please note; All details of the retreat, including workshop requirements are on the website. **Please tick if you do not have access to the internet and I will post the workshop requirement details.**

Liability Waiver: To the maximum extent permitted by law, in attending Be Creative by the Sea 2010 including all workshops, lectures, events and activities (paid or free), I agree to attend at my own risk and will not make claims for personal injury, loss or damage to property or for any other reason, against Be Creative by the Sea, the organisers, employees, contractors and volunteers.

I hereby allow the organisers to use photographs of myself and my work while participating in workshops and events to be used for future promotion of Be Creative by the Sea. I accept that my contact details are kept on the Be Creative database until such times as I request them to be deleted. I have read and accept the Cancellation Policy.

Please note: Unsigned forms will not be processed.

Signature: Date:

Please let us know if you have any special needs.

Sewing machine, (\$15.00 a day or \$30.00 for 3 days - very limited number available), special equipment, dietary restrictions etc. - hopefully we can help.

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OFFICE USE ONLY Date received:

Please Specify Workshop Code in space provided

Please give 1st and 2nd preference to avoid disappointment.

Note increase in Fee for Overseas tutors

Rosalie Dace (May) and Jan Sassaman (JULY)

Please PRINT Clearly



PLEASE DETACH AND RETAIN THIS PORTION

HOW TO REGISTER

You can register by phone, post, fax or on-line.

Please make sure that you have read the workshop descriptions and registration conditions carefully. Please don't hesitate to phone or email if you need advice.

• **On Line:** Book from anywhere even if you are on holidays. Simply log on to the web site at www.becreativebythesea.com Click on the Online Registration Form, enter the required details and submit. This is the quickest way to register and your place in a particular workshop will be held for 5 days. You will then need to make payment arrangements within 5 days to hold you place **by cash, cheque, credit card, or direct deposit (details on website or credit card payment by phone)**

• **Post or Fax or Phone:** Complete the registration form - you can print a copy from the website or if you do not have access to the internet, then please make contact and the form will be posted to you. Phone/Fax: 02 66521483

Postal Address: 16 Calala Place, Coffs Harbour 2450

Email: becreative07@westnet.com.au

MAY RETREAT Session 1

1 Day: 2 Days:

3 Days 1st Choice: 2nd Choice: \$

MAY RETREAT Session 2

1st Choice: 2nd Choice:

JULY RETREAT Session 1

1 Day: 2 Days:

3 Days 1st Choice: 2nd Choice: \$

JULY RETREAT Session 2

1st Choice: 2nd Choice: \$

Workshop Total \$ + Kit Total \$ = TOTAL \$

INCENTIVE 5% DISCOUNT (does not apply to tutors visiting from overseas)

Gold Silver Bronze - Friend:

PAYMENT - I have elected to pay by: (please tick)

Option 1 Early Bird Payment in Full

Option 2 \$100.00 non- refundable deposit

with balance paid in one payment before the:

12th March 2010 for the May Retreat 21st May 2010 for the July Retreat.

Standard Fee paid in full after these dates.

FINAL TOTAL \$

METHOD OF PAYMENT (please tick)

Cheque Money Order (Payable to: Be Creative by the Sea)

Credit Card* Mastercard VISA

*TCR (Transaction Cost Recovery) on credit cards - please add 2.0% to total

CARD DETAILS

Card Number Amount Paying: \$

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Expiry Date: Signature:

Direct Deposit Bank: CBA BSB: 06 2521 Acc. No: 06 2521 10284826

Name: Wendy Marguerite Martin trading as Be Creative Sewing.

Please quote your name when depositing.

AMOUNT PAYING

Option 1 TOTAL PAYMENT \$

Option 2 DEPOSIT (\$100.00) \$

A Tax Invoice with balance owing will be issued by post or email.

Please tick the box to grant permission to Be Creative for balance to be debited to your credit card on the **12 March 2010 (MAY RETREAT) or 21 May 2010 (JULY RETREAT).**

Fee Structure - Select one of two options.

Option 1 - Early Bird Fee

Paid in full when registering before 12 March (May Retreat) or 21 May (July Retreat)

Workshop packages	International Tutor	Australian Tutor
ONE DAY WORKSHOP	\$160.00	N/A
TWO DAY WORKSHOP	\$320.00	N/A
THREE DAY Package	\$480.00	\$380.00
SIX DAY Package	\$890.00	\$720.00

Option 2 - Standard Fee

Before 12 March (May Retreat)-21 May (July Retreat) \$100.00 deposit with balance paid by the 12 March - 21 May 2010.

This deposit is non-refundable.

Workshop packages	International Tutor	Australian tutor
ONE DAY WORKSHOP	\$170.00	N/A
TWO DAY WORKSHOP	\$340.00	N/A
THREE DAY Package	\$495.00	\$400.00
SIX DAY Package	\$940.00	\$750.00

Note: the SIX- day package can consist of any combination of days - noting the difference in fees.

Standard Fee paid in full applies after these dates.

There is a non-refundable administration fee included in both fee options.

