

WGK Workshop Subsidy Policy

Terms

Intent of this Policy:

- To meet the Objective Statement in our By-Laws: “We are united to learn, teach, and share with each other, and the community, our interest in and our knowledge of ...hand weaving and related textile art.”
- To increase workshop participation by making them more affordable.
- To standardize the price of workshops so the actual cost is known when a member commits money to take the workshop. During the term of this policy, the cost of workshops is standardized and not based on attendance which is subject to change.

1. The following policy shall be effective from March 2015. It will be revised as necessary.

2. Attendance at a WGK 1-day workshop shall cost the member \$50 and a 2-day workshop will cost the member \$75. An additional cost will be charged for any materials required and distributed by the presenter. **Note:** *Attendance at a WGK workshop requires that all attendees are WGK members. Any workshop applicant who is not a member is required to pay the \$30 membership fee before, or at the time of, registration for the workshop. The membership fee is in addition to the workshop fee and charge for any required materials.*

3. The Policy and its terms will be announced at the April and May Guild meetings and posted in the May edition of the Shuttle.

4. Workshop space will be allocated to members based on the date by which payment in full of *both* the workshop fee and the charge for any required materials is received by the Guild Treasurer.

5. If fewer than 50% of workshop spaces are filled 42 days (6 weeks) prior to the workshop, it may be cancelled at the discretion of the WGK Board.

6. If a workshop is cancelled by WGK, enrolled members will receive a full refund of both the workshop fee and the charge for any required materials.

7. If a member cancels more than 42 days (6 weeks) from the workshop date, a full refund of both the workshop fee and the charge for any required materials will be made.

8. If a member cancels less than 42 days (6 weeks) from the workshop date, the member will forfeit the workshop fee unless that space can be filled. In either case, the charge for any required materials will be refunded.