

# GLASS HOBBY COURSES ENROLMENT FORM

*(Please fill out full contact details to make it easier for us to contact you if necessary)*

Invoice Number:

Name \_\_\_\_\_

Address \_\_\_\_\_

Phone (home) \_\_\_\_\_

Phone (work) \_\_\_\_\_

Phone (mobile) \_\_\_\_\_

Email \_\_\_\_\_

**How did you hear about the glass hobby courses?**

Passing by / Yellow Pages / Referral from Friend / Billboard / Newspaper / Other \_\_\_\_\_

**Do you wish to take advantage of the 20% saving and purchase a full toolkit?**

(Please circle) **Yes / No**     **Leadlight** (\$251.51) / **Copperfoil** (\$226.05) / **Mosaics** (\$138.08)

Payment for your toolkit is required at time of booking.

*(prices valid as of Jan 06)*

\*A minimum (non-refundable) deposit of \$50.00 per course is required to book your place.

Please note that Glass Cutting Introduction fees (\$30.00) is payable in full.

Course	Start Date	Day	Time	Course Fees
<b>Toolkit - leadlight, copperfoil or mosaics (please circle)</b>				
				<b>Tuition Fees Total</b>
				<b>Deposit paid</b>
				<b>Balance owing</b>

**Please sign:** *I have read and understand the booking terms and conditions (overleaf)*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Payment methods:**

Leadlight Products NZ accepts payment in cash, cheque (with I.D), eftpos and credit card. If you wish to post (PO Box 5198, Frankton) or fax (078467020) your booking please include a cheque payable to Leadlight Products NZ or alternatively phone 07 8479213 to speak to our staff and supply your credit card details.

# GLASS HOBBY COURSE REFUNDS

## TERMS AND CONDITIONS OF CLASS BOOKINGS

### **Student Cancellation or Failure to Attend**

In the event of a student canceling or failing to attend a scheduled course then no refund is payable.

### **Cancellation of Course by Management**

In the event that management decides to cancel a scheduled course and an alternative course date is not suitable then student can either transfer course fee to a store credit or receive a full refund of course fee by way of company cheque. If student agrees to an alternative date and is rebooked to new course date then decides to cancel or claim unsuitably, no refund is payable on course fee but can choose to transfer booking to an alternative date by which forfeiting non-refundable deposit as described in section on Transferring Course Bookings.

### **Non Completion of Entire Course**

In the event that a student fails to complete the entire course at no fault of the company then no refund shall be payable for the non attended sessions as space was booked pre course start date.

### **Transferring Course Bookings**

In the event that a student wishes to transfer a booking to an alternative course date before the start of the scheduled course date, the student acknowledges the forfeiting of the non-refundable deposit and the balance of original course fee will be transferred to new booking date with outstanding balance of new course fee payable on date of transfer.

### **Pre Paid Toolkits**

In the event of a student pre paying for a toolkit and the circumstances meet the terms and condition of a refund then the discounted value of the toolkit shall also be refunded providing no items of the toolkit have been opened, used or damaged in which case the student retains ownership with no refund of those effected items. Any individual items not in pre sale condition shall be deducted off refund at full retail value.

If the situation does not meet refund status then toolkit value shall be transferred to a store credit once again providing no items are not in pre sale condition in which case apply same format as in toolkit refund for value deducibility of store credit.