

Class Registration and Policies: A \$25 non-refundable annual registration fee is required with your first registration for any calendar year. **Full class payment including registration and materials fees, are required to secure placement in any class.** Class registration is taken on a first-come, first-served basis; however, placement in the class is not guaranteed until *full payment* is received.

Class Capacity: The maximum class capacity for most classes is 10 students. You may ask to be placed on a waiting list if a class is full. You will be notified when a spot becomes available. Class dates and times are subject to change. Please call or visit the Eugene Glass School for further information and updates.

Cancellation and Refund Policies: If minimum enrollment is not met a class will be cancelled. Students will be notified in advance, by phone, and a full refund will be issued. All student cancellations must be made 14 days prior to the first day of class, or no refund will be given. Student cancellations upholding the 14-day deadline will receive funds in full, less the *\$25 non-refundable annual registration fee*.

Supplies and Tools: Any class may be subject to material fees. Appropriate tools and materials are supplied for all classes, although variety is limited. Eugene Glass School encourages all students to bring any tools and supplies of their own. Protective eye wear is required for all classes. Eugene Glass School has a limited supply of glasses; therefore students are asked to bring their own. Please call the Eugene Glass School if you have any questions.

Student Work: All student works left behind at EGS after the last day of class must be claimed within five business days. After five business days, the unclaimed works become the possession of EGS. Students are responsible for all shipping charges. Supplies are limited; however, EGS will help to facilitate shipping.

Drug & Alcohol Policy: Alcohol is not permitted in or outside of the Eugene Glass School except during permitted events. The use of illegal drugs while at EGS is strictly prohibited. We do not tolerate behavior that jeopardizes your safety or the safety of others.

Personal Property: Eugene Glass School is not responsible for the security of property belonging to students, instructors, or staff.

Unacceptable Behavior: Eugene Glass School reserves the right to dismiss any student, without refund, for behavior that is disruptive to the community learning, living, and/or working environment.

Pets: Students are not permitted to have pets with them while at Eugene Glass School.

Photography: Eugene Glass School and its associates reserve the right to photograph, on site, students and their artwork for public relations work in promoting EGS and its programs.

Nondiscrimination Policy: Eugene Glass School does not discriminate on the basis of race, age, religion, gender, national or ethnic origin, physical disability or sexual preference.

Accessibility: Assistance can be made available for all persons with disabilities. We will make every reasonable effort to ensure that classes are accessible. If you are in need of special services, please notify Eugene Glass School in writing along with your registration and specify your request. If you have any questions, please call us at 541.342.2959.

Children and Young Adults: Children and young adults under the age of 18 may observe any session under parental or guardian supervision with the approval of a Eugene Glass School staff member. Young adults under the age of 18 may attend classes at Eugene Glass School with consent of a parent or guardian and with the approval of the Eugene Glass School. (Proof of experience will be necessary for any intermediate or advanced classes.) A Release Liability waiver must be signed by a parent or guardian for any minor to attend classes.

Senior Citizen Discounts: A discount of 15% on class fees will be given to senior citizens 60 years of age or older.

MEMBERSHIP RATES

MEMBER \$100

- (½ price - Seniors 60+, VAs & Students)
- Invitations to all EGS events
- No annual registration fee (Value \$25)
- Opportunity to rent or lease time in studios at discounted rate
- Complimentary EGS T-Shirt or Beanie
- 5% Discount on all EGS classes
- Discounts at select local retailers

FAMILY \$150

(includes age 12+ in same household)

- All of the above

SUPPORTER \$250

- All of the above
- 2 tickets to the Annual Auction
- Acknowledgement in the auction program

COLLECTOR \$500

- All of the above
- 4 tickets to the Annual Auction
- 25% Discount on one EGS class
- A paperweight or vase made by an EGS artist

PATRON \$1000+

- All of the above
- Free admission for up to 3 guests at EGS member functions
- A 3-hour private session with an EGS professional artist to create your ideas in glass

CORPORATE SPONSOR

ASSOCIATE \$250

- Logo and business link on EGS web site
- 2 tickets to the FlameOff
- 2 tickets to the Annual Auction

SPONSOR \$500

- All of the above
- No annual registration fee for full-time employees
- 4 tickets to the FlameOff
- 4 tickets to the Annual Auction
- A quarter page Ad in the Auction Catalog
- A paperweight or vase made by an EGS artist

INVESTOR \$1000

- All of the above
- Logo and link on EGS Website
- 6 tickets to the FlameOff
- 6 tickets to the Auction
- A half page ad in the Auction Catalog
- One pre-scheduled private demo for up to 25 guests

PATRON \$2500

- All of the above
- 8 tickets to the FlameOff
- 8 tickets to the Auction
- A full page ad in the Auction Catalog
- One pre-scheduled day of instruction for your business

BENEFACTOR \$5000

- All of the above
- Sponsor recognition at FlameOff
- 10 tickets to the FlameOff
- 10 tickets to the Auction
- A full page ad in the Auction Catalog
- One pre-scheduled day of instruction for your business

EUGENE GLASS SCHOOL
SECOND SESSION 2008
MAIL-IN REGISTRATION FORM

NAME: _____ PHONE: _____

ADDRESS: _____ FAX: _____

CITY: _____ STATE: _____ ZIP: _____ EMAIL: _____

Member Information:

- I am already an EGS Member
 I would like to become a Member of EGS
- Individual (\$100)
 Family (\$150)
 Business (price varies)

See the opposite page to learn more about Membership benefits and pricing for individuals, families, patrons and businesses!

Instructor: _____ Dates: _____

Class/Workshop: _____ Class Fee \$ _____

Material Fee \$ _____

Instructor: _____ Dates: _____

Class/Workshop: _____ Class Fee \$ _____

Material Fee \$ _____

Make checks payable to: **Eugene Glass School** TOTAL \$ _____

Cash Check Annual Registration Fee \$ _____

(\$25 per calendar year)

Visa Mastercard Am/Ex

TOTAL CLASS FEES \$ _____

Credit Card # _____

Cardholder Name _____

Expiration Date _____

Billing Zip (if different from above) _____

If you need to register for a class that is coming up soon, call EGS at (541)342-2959 before mailing in your registration to ensure enrollment.

**MAIL TO: Eugene Glass School
575 Wilson Street
Eugene OR 97402**

FAX TO: (541)342-2924

www.eugeneglassschool.org