



THE
**LORNA
KNIGHT**
SEWING ACADEMY

BOOKING FORM

Name: _____

Course Title, Dates & Venue

Address: _____

Telephone: _____

Payment Method:

Cash

Cheque

Mobile: _____

(Please make cheques payable to: Lorna Knight)

Email Address: _____

Amount Enclosed: £

Terms and Conditions

A booking is made when we receive your booking form and remittance and in return, you have received a confirmation letter and receipt. This will be on a first come, first served basis.
All workshops must be paid for in full and in advance.

Cancellations

Refunds will be issued on the following basis:

By you:	Notice of 14-28 days prior to course	80% of course fund refunded
	Notice of 7-13 days prior to course	60% of course fund refunded
	Less than 7 days notice	Nil

By us: If we have to make unavoidable alterations to our programme you will be informed immediately, when an alternative date can be arranged or a full refund will be given.

Lorna Knight

Colstone Rock Cottage, Clerks Bank
Ipstones, Stoke-on-Trent, ST10 2LQ
Tel: 01538 266002
Mobile: 07970 345628